

# 2010 Annual Report

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CONCORD, NH



## Windsor, NH





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TOWN

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SCHOOL

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## **TOWN OFFICERS**

<b>Auditor – 1 yr term</b>	Vacant	Term Expires 2011
<b>Treasurer – 1 yr term</b>	Ellen Blake	Term Expires 2011
<b>Moderator – 2 yr term</b>	T. Patrick Hines	Term Expires 2012
<b>Town Clerk – 3 yr term</b>	Gloria Landry	Term Expires 2011
<b>Tax Collector - 1 yr term</b>	Ken Mathews	Term Expires 2011

### **Selectmen and Assessors – 3 year term**

<b>Gerald Needham</b>	Term Expires 2013
<b>Thomas Carlson</b>	Term Expires 2011, 2012
<b>Darlene Cuddy, Chair</b>	Term Expires 2011

### **Trustees of the Trust Funds – 3 year term**

<b>Linnea Steeves, Chair</b>	Term Expires 2013
<b>Karen Orsini</b>	Term Expires 2011
<b>Pauline Carlson</b>	Term Expires 2011, 2012

### **Supervisors of the Checklist – 6 year term**

<b>Susan Nettleton</b>	Term Expires 2016
<b>Doug Welch</b>	Term Expires 2012
<b>Vacant, Chair</b>	Term Expires 2014

### **Health Officer**

<b>Ben Lewis</b>	Appointed by Selectmen
------------------	------------------------

### **Planning Board Members**

<b>Pat Hines, Chair</b>	<b>Thomas Carlson</b>	<b>Ted (Edward Timpson)</b>
<b>Ben Lewis</b>	<b>Michael Cuddy</b>	

### **Zoning Board of Adjustments**

<b>Doug Welch, Chair</b>	<b>Gerald Needham</b>	<b>Dale Havunen</b>
<b>John Kablik</b>	<b>David Volexen</b>	

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# STATE OF NEW HAMPSHIRE TOWN WARRANT

To the inhabitants of the Town of Windsor in  
The County of Hillsborough in said State  
qualified to vote in Town affairs:

You are hereby notified to meet at the Windsor Hills Gymnasium on White Pond Road,  
Windsor, the 8<sup>h</sup> day of March 2011. The Town meeting to begin at 6:30 p.m.  
Polls will be open until 8:30 p.m. to act upon the following subjects:

- 1) To choose by ballot all necessary Town Officers for the ensuing year.
- 2) To see what sum of money the Town will vote to raise and appropriate for the payment of Town charges including principal and interest on the Town's outstanding indebtedness, social security taxes, and any other legal obligations of the Town, being a total of \$ 40,500 or to take any other action relative thereto.

*The Selectmen recommend approval*

- 3) To accept reports of the Agents heretofore chosen and pass any vote in relation thereto.

*The Selectmen recommend approval*

- 4) To see if the Town will vote to raise and appropriate the sum of \$29,000 for Police and Fire expenses, or to take any action relative thereto.

*The Selectmen recommend approval*

- 5) To see if the Town will vote to raise and appropriate the sum of \$ 10,000 for the general government building operating expenses of the Town Hall, or to take any action relative thereto.

*The Selectmen recommend approval*

- 6) To see if the Town will vote to raise and appropriate the sum of \$ 1,800 for the upkeep of the Town cemeteries and Town Hall grounds, or to take any action relative thereto.

*The Selectmen recommend approval*

- 7) To see if the Town will vote to raise and appropriate the sum of \$ 25,000 for highways and bridges, or to take any action relative thereto.

*The Selectmen recommend approval*

- 8) To see if the Town will vote to raise and appropriate the sum of \$ 100 for donations, or to take any action relative thereto.

*The Selectmen recommend approval*

- 9) To see if the Town will vote to raise and appropriate the sum of \$ 10,000 to be paid to the Town of Hillsboro for the use of the Transfer Station, or to take any action relative thereto.

*The Selectmen recommend approval*

- 10) To see if the Town will vote to raise and appropriate the sum of \$ 2,500 for advertising and the annual membership dues in the N.H. Municipal Association, or to take any action relative thereto.

*The Selectmen recommend approval*

- 11) To see if the Town will vote to raise and appropriate the sum of \$ 50,000 for legal expenses, or to take any action relative thereto.

*The Selectmen recommend approval*

- 12) To see if the Town will vote to raise and appropriate the sum of \$ 200 to donate to the Fuller Library in Hillsboro, NH, or to take any action relative thereto.

*The Selectmen recommend approval*

- 13) To see if the Town will vote to raise and appropriate the sum of \$ 2,000 to purchase insurance for the Town, or to take any action relative thereto.

*The Selectmen recommend approval*

- 14) To see if the Town will vote to raise and appropriate the sum of \$ 2,000 for the Welfare budget, or to take any action relative thereto.

*The Selectmen recommend approval*

- 15) To see if the Town will vote to raise and appropriate the sum of \$ 100.00 for Planning and Zoning Master Plan, or to take any action relative thereto.

*The Selectmen recommend approval*

- 16) To see if the Town will vote to raise and appropriate the sum of \$13,000 for the purpose of the revaluation of the town, or to take any action relative thereto.

*The Selectmen recommend approval*

- 17) To see if the Town will vote to raise and appropriate the sum of \$20,000 for the purchase and installation of a heating system for the town hall, or to take any action relative thereto.

*The Selectmen recommend approval*

- 20) To transact any other business that may legally come before said meeting.

Given under our hands and seal this 18<sup>th</sup> day of February in the year of our Lord Two Thousand Eleven.

A true copy of Warrant-Attest

Darlene Cuddy

Gerald Needham

Thomas Carlson

Selectmen of Windsor

*Darlene Cuddy*  
*Gerald Needham*  
*Thomas Carlson*

Darlene Cuddy

Gerald Needham

Thomas Carlson

Selectmen of Windsor



# BUDGET OF THE TOWN

OF: Windsor

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2011 to December 31, 2011

or Fiscal Year From \_\_\_\_\_ to \_\_\_\_\_

## IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): 2/18/11

### GOVERNING BODY (SELECTMEN)

*Please sign in ink.*

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Darlene Cuddy  
Gerald Needham  
Thomas J. Carls

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES DIVISION  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)271-3397



1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>GENERAL GOVERNMENT</b>						
4130-4139	Executive	2	21234	22148	25000	
4140-4149	Election, Reg. & Vital Statistics		1000	81	0	
4150-4151	Financial Administration	2	18000	10,664	13000	
4152	Revaluation of Property	16	0	0	13000	
4153	Legal Expense	11	50000	37274	50000	
4155-4159	Personnel Administration					
4191-4193	Planning & Zoning	15	1000	0	100	
4194	General Government Buildings	5	14500	13848	10000	
4195	Cemeteries	6	1800	1779	1800	
4196	Insurance	13	2000	1653	2000	
4197	Advertising & Regional Assoc.	10	2000	1724	2500	
4199	Other General Government	2	7000	2160	2500	
<b>PUBLIC SAFETY</b>						
4210-4214	Police					
4215-4219	Ambulance					
4220-4229	Fire	4	28281	27018	29000	
4240-4249	Building Inspection					
4290-4298	Emergency Management					
4299	Other (Incl. Communications)	8	100	0	100	
<b>AIRPORT/AVIATION CENTER</b>						
4301-4309	Airport Operations					
<b>HIGHWAYS &amp; STREETS</b>						
4311	Administration					
4312	Highways & Streets	7	25000	20867	25000	
4313	Bridges					
4316	Street Lighting					
4319	Other					
<b>SANITATION</b>						
4321	Administration					
4323	Solid Waste Collection					
4324	Solid Waste Disposal	9	28332	28806	10000	
4325	Solid Waste Clean-up					
4326-4329	Sewage Coll. & Disposal & Other					



1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>WATER DISTRIBUTION &amp; TREATMENT</b>						
4331	Administration					
4332	Water Services					
4335-4339	Water Treatment, Conserv. & Other					
<b>ELECTRIC</b>						
4351-4352	Admin. and Generation					
4353	Purchase Costs					
4354	Electric Equipment Maintenance					
4359	Other Electric Costs					
<b>HEALTH</b>						
4411	Administration					
4414	Pest Control					
4415-4419	Health Agencies & Hosp. & Other					
<b>WELFARE</b>						
4441-4442	Administration & Direct Assist.	14	2000	630	2000	
4444	Intergovernmental Welfare Pymts					
4445-4449	Vendor Payments & Other					
<b>CULTURE &amp; RECREATION</b>						
4520-4529	Parks & Recreation					
4550-4559	Library	12	200	200	200	
4583	Patriotic Purposes					
4589	Other Culture & Recreation					
<b>CONSERVATION</b>						
4611-4612	Admin. & Purch. of Nat. Resources					
4619	Other Conservation					
4631-4632	Redevelopment and Housing					
4651-4659	Economic Development					
<b>DEBT SERVICE</b>						
4711	Princ.- Long Term Bonds & Notes					
4721	Interest-Long Term Bonds & Notes					
4723	Int. on Tax Anticipation Notes					
4790-4799	Other Debt Service					



1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>CAPITAL OUTLAY</b>						
4901	Land					
4902	Machinery, Vehicles & Equipment					
4903	Buildings					
4909	Improvements Other Than Bldgs.					
<b>OPERATING TRANSFERS OUT</b>						
4912	To Special Revenue Fund					
4913	To Capital Projects Fund					
4914	To Enterprise Fund					
	- Sewer					
	- Water					
	- Electric					
	- Airport					
4918	To Nonexpendable Trust Funds					
4919	To Fiduciary Funds					
<b>OPERATING BUDGET TOTAL</b>			202447	1108,852	186200	

Use page 5 for special and individual warrant articles.

**\*\*SPECIAL WARRANT ARTICLES\*\***

Special warrant articles are defined in RSA 32:3, VI, as appropriations: 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriation to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund					
4916	To Exp.Tr.Fund					
4917	To Health Maint. Trust Funds					
SPECIAL ARTICLES RECOMMENDED						

**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

"Individual" warrant articles are not necessarily the same as "special warrant articles". Individual warrant articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
	Reducing General Fund Bal.	\$16	\$36,168	\$0	\$0	
	Heating System	\$17	\$0	\$0	\$20,000	
INDIVIDUAL ARTICLES RECOMMENDED			36168		20000	



1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>					
3120	Land Use Change Taxes - General Fund				
3180	Resident Taxes				
3185	Timber Taxes		100	1692	1000
3186	Payment in Lieu of Taxes		15000	21796	40000
3189	Other Taxes				
3190	Interest & Penalties on Delinquent Taxes		6000	21598	5000
	Inventory Penalties				
3187	Excavation Tax (\$.02 cents per cu yd)				
<b>LICENSES, PERMITS &amp; FEES</b>					
3210	Business Licenses & Permits		30000	34690	30000
3220	Motor Vehicle Permit Fees				
3230	Building Permits				
3290	Other Licenses, Permits & Fees				
3311-3319	FROM FEDERAL GOVERNMENT				
<b>FROM STATE</b>					
3351	Shared Revenues		200	0	0
3352	Meals & Rooms Tax Distribution		0	19950	9000
3353	Highway Block Grant		3500	3753	4500
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement				
3357	Flood Control Reimbursement				
3359	Other (Including Railroad Tax)				
3379	FROM OTHER GOVERNMENTS				
<b>CHARGES FOR SERVICES</b>					
3401-3406	Income from Departments				
3409	Other Charges				
<b>MISCELLANEOUS REVENUES</b>					
3501	Sale of Municipal Property				
3502	Interest on Investments		100	3	0
3503-3509	Other		0	200	0

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>INTERFUND OPERATING TRANSFERS IN</b>					
3912	From Special Revenue Funds				
3913	From Capital Projects Funds				
3914	From Enterprise Funds				
	Sewer - (Offset)				
	Water - (Offset)				
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds				
3916	From Trust & Fiduciary Funds				
3917	Transfers from Conservation Funds				
<b>OTHER FINANCING SOURCES</b>					
3934	Proc. from Long Term Bonds & Notes				
	Amount Voted From Fund Balance				
	Estimated Fund Balance to Reduce Taxes				
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>			54950	103682	89500

**\*\*BUDGET SUMMARY\*\***

	Prior Year	Ensuing Year
Operating Budget Appropriations Recommended (from page 4)	202447	186200
Special Warrant Articles Recommended (from page 5)		
Individual Warrant Articles Recommended (from page 5)	36168	20000
<b>TOTAL Appropriations Recommended</b>	<b>238615</b>	<b>206200</b>
Less: Amount of Estimated Revenues & Credits (from above)	54950	89500
<b>Estimated Amount of Taxes to be Raised</b>	<b>183665</b>	<b>116700</b>



Statement of Appropriation  
For tax year 2011

Purposes of Appropriation

Executive	\$ 25,000
Election & Registration	\$ 0
Financial Administration	\$ 13,000
Revaluation	\$ 13,000
Legal Expense	\$ 50,000
Planning & Zoning	\$ 100
General Government Building	\$ 10,000
Cemeteries ./ Town Hall and repair stones	\$ 1,800
Insurance	\$ 2,000
Advertising & Regional Association	\$ 2,500
Donations	\$ 100
Social Security, IRS	\$ 2,500
Public Safety (Fire)	\$ 29,000
Highways & Streets	\$ 25,000
Hillsboro Transfer	\$ 10,000
Library	\$ 200
Welfare	\$ 2,000
<b>Total Appropriations</b>	<b>\$ 186,200</b>

Heating System	\$ 20,000
<b>TOTAL OF ALL APPROPRIATIONS</b>	<b>\$ 206,200</b>

SOURCES OF REVENUE

Timber Tax	\$ 1,000
Payment in Lieu of Taxes	\$ 40,000
Interest & Penalties on Delinquent Taxes	\$ 5,000
Motor Vehicle Permit Fees	\$ 30,000

FROM STATE

Shared Revenues	\$ 0
Meals & Room Tax Distribution	\$ 9,000
Highway Block Grant	\$ 4,500

MISC REVENUES

Interest on Investments (Bank account interest)	\$ 0
---	------

INTERFUND OPERATING TRANSFERS

Trust & Agency Funds	\$ 0
<b>TOTAL ESTIMATED REVENUES AND CREDITS</b>	<b>\$ 89,500</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
**FORM MS-1 FOR 2010**  
Municipal Services Division  
PO BOX 487, Concord, NH 03302-0487 Phone (603) 271-2687  
E-mail Address: equalization@rev.state.nh.us

2010

Original Date	_____
Copy (check box if copy)	<input type="checkbox"/>
Revision Date	_____

CITY/TOWN OF WINDSOR IN HILLSBOROUGH COUNTY**CERTIFICATION**

This is to certify that the information provided in this report was taken from the official records and is correct to the best of our knowledge and belief  
Rev 1707.03(d)(7)

PRINT NAMES OF CITY/TOWN OFFICIALS	SIGNATURES OF CITY/TOWN OFFICIALS* (Sign in ink)
Darlene Cuddy	<i>Darlene Cuddy</i>
Gerald Needham	<i>Gerald Needham</i>
Thomas Carlson	<i>Thomas Carlson</i>

\*Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Date Signed 10/12/10 Check one: Governing Body ☒ Assessors ☐

City/Town Telephone # 478-3292 Due date: September 1, 2010

Complete the above required certification by inserting the name of the city/town officials, the date on which the certificate is signed, and have the majority of the members of the board of selectmen/assessing officials sign in ink.

**REPORTS REQUIRED:** RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon forms prescribed for that purpose.

**NOTE:** The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7. Please complete all applicable pages and refer to the instructions tab for individual items.

**THIS FORM MUST BE RECEIVED BY THE DRA NO LATER THAN SEPTEMBER 1ST.**

**Village Districts - pages 8-9 must be completed for EACH village district within the municipality.**

**RETURN THIS SIGNED AND COMPLETED INVENTORY FORM TO:**

N.H. DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
PO BOX 487  
CONCORD, NH 03302-0487

Under penalties of perjury, I declare that I have examined this form and to the best of my belief it is true, correct and complete. (If prepared by a person other than the city/town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer: Annette Poland E-Mail Address: windsor.nh@gsinet.net  
(Print/type)

FOR DRA USE ONLY

Regular office hours: TUES, 4-9PM & FRI, 9AM-1PM

See instructions on page 10, as needed.



NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
SUMMARY INVENTORY OF VALUATION  
FORM MS-1 FOR 2010

2010

FORM

MS - 1

LAND	Lines 1 A, B, C, D, E, F & G List all improved and unimproved land - include wells, septic & paving		NUMBER OF ACRES	2010 ASSESSED VALUATION BY CITY/TOWN
<b>BUILDINGS</b>	Lines 2 A, B, C, D & E List all buildings.			
<b>1 VALUE OF LAND ONLY - Exclude Amount Listed in Lines 3A, 3B and 4</b>				
A Current Use (At Current Use Values) RSA 79-A (See page 10)			3,490.74	291,933
B Conservation Restriction Assessment (At Current Use Values) RSA 79-B			0.00	0
C Discretionary Easement RSA 79-C			0.00	0
D Discretionary Preservation Easement RSA 79-D			0.00	0
E Taxation of Farm Structures & Land Under Farm Structures RSA 79-F			0.00	0
F Residential Land (Improved and Unimproved Land)			1,295.95	11,766,500
G Commercial/Industrial Land (Do Not include Utility Land)			0.00	0
H Total of Taxable Land (Sum of Lines 1A, 1B, 1C, 1D, 1E, 1F and 1G)			4,786.69	12,058,433
I Tax Exempt & Non-Taxable Land			9.41	198,900
<b>2 VALUE OF BUILDINGS ONLY - Exclude Amounts Listed on Lines 3A and 3B</b>				14,026,000
A Residential				574,300
B Manufactured Housing as defined in RSA 674:31				0
C Commercial/Industrial (DO NOT Include Utility Buildings)				0
D Discretionary Preservation Easement RSA 79-D			Number of Structures 0	0
E Taxation of Farm Structures & Land Under Farm Structures RSA 79-F			# of Structures 0	0
F Total of Taxable Buildings (Sum of lines 2A, 2B, 2C, 2D and 2E)				14,600,300
G Tax Exempt & Non-Taxable Buildings				159,800
<b>3 UTILITIES (see RSA 83-F:1 V for complete definition)</b>				323,600
A Utilities (Real estate/buildings/structures/machinery/dynamos/apparatus/poles/wires/fixtures of all kinds and descriptions/pipelines etc.)				0
B Other Utilities (Total of Section B From Utility Summary)				0
<b>4 MATURE WOOD and TIMBER RSA 79:5</b>				0
<b>5 VALUATION BEFORE EXEMPTIONS</b> (Total of Lines 1H, 2F, 3A, 3B and 4) This figure represents the gross sum of all taxable property in your municipality.				26,982,333
6 Certain Disabled Veterans RSA 72:36-a (Paraplegic & Double Amputees Owning Specially Adapted Homesteads with V.A. Assistance)			Total # granted 0	0
7 Improvements to Assist the Deaf RSA 72:38-b V			Total # granted 0	0
8 Improvements to Assist Persons with Disabilities RSA 72:37-a			Total # granted 0	0
9 School Dining/Dormitory/Kitchen Exemption RSA 72:23 IV (Standard Exemption Up To \$150,000 maximum for each)			Total # granted 0	0
10 Water/Air Pollution Control Exemptions RSA 72:12-a			Total # granted 0	0
<b>11 MODIFIED ASSESSED VALUATION OF ALL PROPERTIES</b> (Line 5 minus Lines 6, 7, 8, 9, and 10) This figure will be used for calculating the total equalized value for your municipality.				26,982,333
12 Blind Exemption RSA 72:37			Total # granted 0 Amount granted per exemption 0	0
13 Elderly Exemption RSA 72:39 a & b			Total # granted 1	5,000
14 Deaf Exemption RSA 72:38-b			Total # granted 0 Amount granted per exemption 0	0
15 Disabled Exemption RSA 72:37-b			Total # granted 0 Amount granted per exemption 0	0

MS - 1

16 Wood-Heating Energy Systems Exemption RSA 72:70	Total # granted	0	0
17 Solar Energy Exemption RSA 72:62	Total # granted	0	0
18 Wind Powered Energy Systems Exemption RSA 72:66	Total # granted	0	0
19 Additional School Dining/Dormitory/Kitchen Exemption RSA 72:23 IV	Total # granted	0	0
20 TOTAL DOLLAR AMOUNT OF EXEMPTIONS (Sum of Lines 12-19)			5,000
21 NET VALUATION ON WHICH THE TAX RATE FOR MUNICIPAL, COUNTY & LOCAL EDUCATION TAX IS COMPUTED (Line 11 minus Line 20)			26,977,333
22 Less Utilities (Line 3A) Do NOT include the value of OTHER utilities listed on Line 3B.			323,600
23 NET VALUATION WITHOUT UTILITIES ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED (Line 21 minus Line 22)			26,653,733

Additional notes (example: update, reval, changes to exemptions, mapping, increases to value, decreases to value, etc.)



NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
SUMMARY INVENTORY OF VALUATION  
FORM MS-1 FOR 2010

2010

FORM

MS - 1

**UTILITY SUMMARY: ELECTRIC, HYDROELECTRIC, RENEWABLE-MISC., NUCLEAR, GAS/PIPELINE, WATER & SEWER**

List by individual company/legal entity the valuation of operating plants employed in the production, distribution and transmission of electricity, gas pipeline, water and petroleum products. Include **ONLY** the names of the companies listed on the Instruction Sheets. (See instructions page 11)

**WHO APPRAISES AND ESTABLISHES THE UTILITY VALUE IN YOUR MUNICIPALITY?**

Avitar

DOES YOUR MUNICIPALITY USE THE DRA UTILITY VALUES?

YES

☐

NO

☒

IF YES, DO YOU EQUALIZE IT BY THE RATIO? (please check appropriate box, if applicable)

YES

☐

NO

☐

**SECTION A: LIST ELECTRIC COMPANIES:**

(Attach additional sheet if needed.) (See Instruction page 11)

**2010  
VALUATION**

PSNH

323,600

**A1. TOTAL OF ALL ELECTRIC COMPANIES LISTED IN THIS SECTION:**

323,600

(See instructions page 11 for the names of the limited number of companies)

**GAS COMPANIES**

**A2. TOTAL OF ALL GAS COMPANIES LISTED:**

0

(See instructions page 11 for the names of the limited number of companies)

**WATER & SEWER COMPANIES**

**A3. TOTAL OF ALL WATER & SEWER COMPANIES LISTED:**

0

(See instructions page 11 for the names of the limited number of companies)

**GRAND TOTAL VALUATION OF ALL A UTILITY COMPANIES** (Sum of Lines A1, A2 AND A3).

This grand total of all sections must agree with the total listed on page 2, line 3A.

323,600

**SECTION B: LIST OTHER UTILITY COMPANIES** (Exclude telephone companies):

(Attach additional sheet if needed.)

**2010  
VALUATION**

**TOTAL OF ALL OTHER COMPANIES LISTED IN THIS SECTION B:**

0

Total must agree with total on Page 2, Line 3B.

TAX CREDITS	LIMITS	*NUMBER OF INDIVIDUALS	ESTIMATED TAX CREDITS
<b>RSA 72:28 Veterans' Tax Credit / Optional Veterans' Tax Credit</b> \$50 Standard Credit \$51 up to \$500 upon adoption by city or town	250	12	3,000
<b>RSA 72:29-a Surviving Spouse</b> "The surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States..." \$700 Standard Credit \$701 up to \$2,000 upon adoption by city or town	700	0	0
<b>RSA 72:35 Tax Credit for Service-Connected Total Disability</b> "Any person who has been honorably discharged from the military service of the United States and who has total and permanent service-connected disability, or who is a double amputee or paraplegic because of service-connected injury..." \$700 Standard Credit \$701 up to \$2,000 upon adoption by city or town	1,400	1	1,400
<b>TOTAL NUMBER AND AMOUNT</b> * If both husband and/or wife qualify for the credit they count as 2. * If someone is living at a residence such as brother & sister, and one qualifies, count as 1, not one-half.		13	4,400

DISABLED EXEMPTION REPORT - RSA 72:37-b			
INCOME LIMITS:	SINGLE	0	ASSET LIMITS: SINGLE 0
	MARRIED	0	MARRIED 0

DEAF EXEMPTION REPORT - RSA 72:38-b			
INCOME LIMITS:	SINGLE	0	ASSET LIMITS: SINGLE 0
	MARRIED	0	MARRIED 0

ELDERLY EXEMPTION REPORT - RSA 72:39-a						
NUMBER OF FIRST TIME FILERS GRANTED ELDERLY EXEMPTION FOR CURRENT YEAR		PER AGE CATEGORY	TOTAL NUMBER OF INDIVIDUALS GRANTED AN ELDERLY EXEMPTION FOR THE CURRENT YEAR & TOTAL AMOUNT OF EXEMPTION GRANTED			
AGE	#	AMOUNT PER INDIVIDUAL	AGE	#	MAXIMUM ALLOWABLE EXEMPTION AMOUNT	TOTAL ACTUAL EXEMPTION AMOUNT
65 - 74	0	5,000	65 - 74	0	0	0
75 - 79	0	5,000	75 - 79	0	0	0
80 +	0	5,000	80 +	1	5,000	5,000
			TOTAL	1		5,000
INCOME LIMITS:	SINGLE	13,400	ASSET LIMIT:		SINGLE	35,000
	MARRIED	20,400			MARRIED	35,000

COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE - RSA 79-E			
ADOPTED:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	NUMBER ADOPTED 0



MS - 1

## CURRENT USE REPORT - RSA 79-A

	TOTAL NUMBER ACRES RECEIVING CURRENT USE	ASSESSED VALUATION	OTHER CURRENT USE STATISTICS	TOTAL NUMBER OF ACRES
FARM LAND	45.10	15,607	RECEIVING 20% RECREATION ADJUSTMENT	1,853.34
FOREST LAND	2,804.72	259,648	REMOVED FROM CURRENT USE DURING CURRENT TAX YEAR	0.00
FOREST LAND WITH DOCUMENTED STEWARDSHIP	210.83	10,303		
UNPRODUCTIVE LAND	168.54	2,456		TOTAL NUMBER
WET LAND	261.55	3,919	TOTAL NUMBER OF OWNERS IN CURRENT USE	25
TOTAL (must match page 2)	3,490.74	291,933	TOTAL NUMBER OF PARCELS IN CURRENT USE	72

## LAND USE CHANGE TAX

GROSS MONIES RECEIVED FOR CALENDAR YEAR (JAN. 1, 2009 THRU DEC. 31, 2009)	0
CONSERVATION ALLOCATION: PERCENTAGE	AND/OR DOLLAR AMOUNT
MONIES TO CONSERVATION FUND	
MONIES TO GENERAL FUND	

## CONSERVATION RESTRICTION ASSESSMENT REPORT - RSA 79-B

	TOTAL NUMBER ACRES RECEIVING CONSERVATION	ASSESSED VALUATION	OTHER CONSERVATION RESTRICTION ASSESSMENT STATISTICS	TOTAL NUMBER OF ACRES
FARM LAND	0.00	0	RECEIVING 20% RECREATION ADJUSTMENT	0.00
FOREST LAND	0.00	0	REMOVED FROM CONSERVATION RESTRICTION DURING CURRENT YEAR	0.00
FOREST LAND WITH DOCUMENTED STEWARDSHIP	0.00	0		
UNPRODUCTIVE LAND	0.00	0		TOTAL NUMBER
WET LAND	0.00	0	TOTAL NUMBER OF OWNERS IN CONSERVATION RESTRICTION	0
TOTAL	0.00	0	TOTAL NUMBER OF PARCELS IN CONSERVATION RESTRICTION	0

## DISCRETIONARY EASEMENTS - RSA 79-C

TOTAL NUMBER OF ACRES IN DISCRETIONARY EASEMENTS	TOTAL NUMBER OF OWNERS GRANTED DISCRETIONARY EASEMENTS	DESCRIPTION OF DISCRETIONARY EASEMENTS GRANTED. (i.e.: Golf Course, Ball Park, Race Track, etc.)
0.00	0	
ASSESSED VALUATION		
0		

## TAXATION OF FARM STRUCTURES &amp; LAND UNDER FARM STRUCTURES - RSA 79-F

TOTAL NUMBER GRANTED	TOTAL NUMBER OF STRUCTURES	TOTAL NUMBER OF ACRES	ASSESSED VALUATION LAND	ASSESSED VALUATION STRUCTURES
0	0	0.00	0	0

DISCRETIONARY PRESERVATION EASEMENTS - RSA 79-D Historic Agricultural Structures		
TOTAL NUMBER OF STRUCTURES IN DISCRETIONARY PRESERVATION EASEMENTS	DESCRIPTION OF DISCRETIONARY PRESERVATION EASEMENTS GRANTED: (i.e.; Barns, Silos etc.) MAP & LOT - PERCENTAGE GRANTED	
0		
TOTAL NUMBER OF ACRES		
0.00		
ASSESSED VALUATION		
0 L/O		
0 B/O		
TOTAL NUMBER OF OWNERS		
0		

TAX INCREMENT FINANCING DISTRICTS RSA 162-K (See Tax Increment Finance Dist Tab for instructions)				
Date of Adoption/Modification				
A Original assessed value				
B + Unretained captured assessed value				
C = Amounts used on page 2 (for tax rate purposes)				
D + Retained captured assessed value (* be sure to manually add this figure when running your warrant)				
E Current assessed value				

LIST REVENUES RECEIVED FROM PAYMENTS IN LIEU OF TAX Amounts listed below should not be included in assessed valuation column on page 2.	MUNICIPALITY	LIST SOURCE(S) OF PAYMENT In Lieu of Taxes
		Number of Acres
State & Federal Forest Land, Recreation, and/or Flood Control Land from MS-4, acct. 3356 & 3357.	0	0.00
White Mountain National Forest, Only acct. 3186.		0.00
Other from MS-4, acct. 3186	15,000	WINDSOR HILLS CAMP
Other from MS-4, acct. 3186	10,000	WEDIKO CHILDREN SERVICES
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
TOTALS of account 3186 (Exclude WMNF)	\$ 25,000	

\* RSA 362-A:6, was reinstated, effective 4/1/2006. This statute allows municipalities to enter into payment in lieu of tax agreements with small scale power facilities. However, these new PILOT agreements are also taxable under RSA 83-F.

Questions regarding these laws please consult with the DRA Utility Tax Appraiser at (603) 271-2687.



**DEPARTMENT OF REVENUE ADMINISTRATION**  
**Municipal Services Division**  
**2010 Tax Rate Calculation**

**TOWN/CITY: WINDSOR**

Gross Appropriations	229,395
Less: Revenues	79,636
Less: Shared Revenues	0
Add: Overlay	4,738
War Service Credits	4,400

*Barbara J. Robertson*  
11/19/10

Net Town Appropriation	158,897
Special Adjustment	0

Approved Town/City Tax Effort	158,897
-------------------------------	---------

**TOWN RATE**  
**5.90**

**SCHOOL PORTION**

Net Local School Budget:			
Gross Approp. - Revenue	447,097	0	447,097
Regional School Apportionment			0
Less: Adequate Education Grant			(108,168)

State Education Taxes	(71,451)
Approved School(s) Tax Effort	267,478

**LOCAL**  
**SCHOOL RATE**  
**9.91**

**STATE EDUCATION TAXES**

Equalized Valuation(no utilities) x	\$2.19
32,625,802	71,451
Divide by Local Assessed Valuation (no utilities)	
26,653,733	
Excess State Education Taxes to be Remitted to State	
Pay to State →	0

**STATE**  
**SCHOOL RATE**  
**2.68**

**COUNTY PORTION**

Due to County	37,885
Less: Shared Revenues	0

Approved County Tax Effort	37,885
----------------------------	--------

**COUNTY RATE**  
**1.40**

**TOTAL RATE**  
**19.89**

Total Property Taxes Assessed	535,711
Less: War Service Credits	(4,400)
Add: Village District Commitment(s)	0
<b>Total Property Tax Commitment</b>	<b>531,311</b>

**PROOF OF RATE**

Net Assessed Valuation	Tax Rate	Assessment
State Education Tax (no utilities)	2.68	71,451
All Other Taxes	17.21	464,260
		535,711

**TRC#**  
**235**

**TRC#**  
**235**

# TOWN of WINDSOR

## Financial Report

As of December 31, 2010

	Dec 31, 10	
	Debit	Credit
BANK of AMERICA	795.45	
SOVEREIGN CHECKING ACCOUNT	284,012.40	
TAXES IN ESCROW	0.00	
TD BANKNORTH - CD	3,297.07	
ACCOUNTS RECEIVABLE	56.65	
UNDEPOSITED FUNDS	702.00	
UNCOLLECTED 2007 PROPERTY TAX	35,215.79	
ACCOUNTS PAYABLE	0.00	
PAYROLL LIABILITIES	1,995.36	
PAYROLL LIABILITIES:Federal Income Tax	5,806.00	
PAYROLL LIABILITIES:Medicare		743.18
PAYROLL LIABILITIES:Medicare:2006 Medicare	329.92	
PAYROLL LIABILITIES:Medicare:2008 Medicare	394.29	
PAYROLL LIABILITIES:Medicare:2009 Medicare		148.56
PAYROLL LIABILITIES:Medicare:2010 Medicare		320.90
PAYROLL LIABILITIES:Penalties & Interest	323.14	
PAYROLL LIABILITIES:Soc.Sec. Tax		1,495.21
PAYROLL LIABILITIES:Soc.Sec. Tax:2006 Social Security	1,218.73	
PAYROLL LIABILITIES:Soc.Sec. Tax:2007 Social Security	65.71	
PAYROLL LIABILITIES:Soc.Sec. Tax:2008 Social Security	1,685.93	
PAYROLL LIABILITIES:Soc.Sec. Tax:2009 Social Security		590.00
PAYROLL LIABILITIES:Soc.Sec. Tax:2010 Social Security		1,363.70
PAYROLL LIABILITIES:State of NH - UC	866.42	
SOVEREIGN 2008 T.A.N.	0.00	
TD BankNorth GOB Loan - 1999	0.00	
OPENING BALANCE EQUITY		175,559.76
RETAINED EARNINGS	7,875.30	
Grants		200.00
INTEREST INCOME:Sovereign Bank		2.58
INTEREST INCOME:TD BankNorth		89.56
REFUNDS:DSL		623.15
SELECTMEN:Copies		28.44
SELECTMEN:Current Use Application:Current Use Filing Fee		28.00
SELECTMEN:PILT Nazarene		21,795.33
SELECTMEN:Pistol Permit		50.00
STATE of NH - ROOM & MEALS TAX		19,949.86
STATE of NH HIGHWAY BLOCK GRANT		3,753.55
Tax Col Prop Tax 03		532.00
Tax Col Prop Tax 06		1,474.29
Tax Col Prop Tax 07		12,914.42
Tax Col Prop Tax 07L		2,605.00
Tax Col Prop Tax 08L		11,627.55
Tax Col Prop Tax 09		32,794.15
Tax Col Prop Tax 09 - 2nd of 2		141,363.24
Tax Col Prop Tax 09L		12,940.18
Tax Col Prop Tax 2010 - 1 of 2		202,241.41
Tax Col Prop Tax 2010 - 2 of 2		249,008.44
Tax Col Prop Tax 2011 - 1 of 2		6.85
Tax Col Prop Tax Int. 03		259.77
Tax Col Prop Tax Int. 04		201.53
Tax Col Prop Tax Int. 06		1,100.56
Tax Col Prop Tax Int. 07		4,532.96
Tax Col Prop Tax Int. 07L		751.97
Tax Col Prop Tax Int. 08L		3,162.08
Tax Col Prop Tax Int. 09		3,757.29
Tax Col Prop Tax Int. 09 - 2nd		1,791.85
Tax Col Prop Tax Int. 09L		927.59
Tax Col Prop Tax Int. 10 - 1st		417.77
Tax Col Prop Tax Int. 10 - 2nd		2.30
Tax Col Timber 2010 - 1		1,691.93
TOWN CLERK:DOGS:Local Clerk Dog Fee		23.00
TOWN CLERK:DOGS:Town Dog Late Fees		9.00
TOWN CLERK:DOGS:Town Dog License Fees		81.50
TOWN CLERK:MISCELLANEOUS:UCC Fee		45.00



6:37 PM

02/15/11

Accrual Basis

# TOWN of WINDSOR

## Financial Report

### As of December 31, 2010

	Dec 31, 10	
	Debit	Credit
TOWN CLERK:MOTOR VEHICLES:Local Fees		557.50
TOWN CLERK:MOTOR VEHICLES:MA Fees		1,107.00
TOWN CLERK:MOTOR VEHICLES:Title App Fee		114.00
TOWN CLERK:MOTOR VEHICLES:Town MV Fees		34,689.50
TOWN CLERK:MOTOR VEHICLES:Transfer Fees		155.00
TOWN CLERK:STATE FEES:Dog Fees		59.50
TOWN CLERK:VITAL RECORDS	62.00	
ADV & REG. ASSOC. DUES:Advertising	266.00	
ADV & REG. ASSOC. DUES:Memberships, Dues & Workshops	1,437.65	
ADV & REG. ASSOC. DUES:NH Clerk Association	20.00	
CEMETERIES	1,778.68	
ELECTION, REGISTRATION & VITALS	80.59	
EXECUTIVE SALARIES	22,147.58	
FINANCIAL ADMINISTRATION:Analysis Fee	21.00	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2009	859.00	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2010	4,740.49	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2011Assessing	501.50	
FINANCIAL ADMINISTRATION:Consultant	513.00	
FINANCIAL ADMINISTRATION:MAAP Training	100.00	
FINANCIAL ADMINISTRATION:Mileage Reimbursement	1,316.41	
FINANCIAL ADMINISTRATION:Mileage Reimbursement:tolls	2.00	
FINANCIAL ADMINISTRATION:Office Supplies	1,600.73	
FINANCIAL ADMINISTRATION:Postage	776.35	
FINANCIAL ADMINISTRATION:Town Reports	232.98	
GENERAL GOVERNMENT BUILDINGS:GENERAL GOVERNMENT SUPPL...	861.18	
GENERAL GOVERNMENT BUILDINGS:Janitorial Expenses	322.50	
GENERAL GOVERNMENT BUILDINGS:Town Hall Plowing	1,115.00	
GENERAL GOVERNMENT BUILDINGS:Town Hall Repairs	6,400.00	
GENERAL GOVERNMENT BUILDINGS:Town Hall Repairs:Plumbing	500.00	
GENERAL GOVERNMENT BUILDINGS:Utilities:Electric	1,228.29	
GENERAL GOVERNMENT BUILDINGS:Utilities:Propane	1,337.39	
GENERAL GOVERNMENT BUILDINGS:Utilities:Telephone	2,083.81	
HIGHWAYS & STREETS	17,100.00	
HIGHWAYS & STREETS:Highways & Streets-Salt	1,909.05	
HIGHWAYS & STREETS:Highways & Streets-Salt:Salt 2009	1,739.56	
HIGHWAYS & STREETS:Highways & Streets-Signs	54.00	
HIGHWAYS & STREETS:Smart board	63.97	
INSURANCE	1,652.70	
LEGAL EXPENSE:2009 Billing - Brooks	100.00	
LEGAL EXPENSE:Auditing Expense	172.88	
LEGAL EXPENSE:Chamberlain/Palmer Lawsuit	20,387.68	
LEGAL EXPENSE:General	1,335.77	
LEGAL EXPENSE:Junk Yard Complaint	90.00	
LEGAL EXPENSE:Mileage and Tolls	18.50	
LEGAL EXPENSE:Nature Conservancy	8,000.00	
LEGAL EXPENSE:Roche	1,501.35	
LEGAL EXPENSE:Wediko	2,190.00	
LEGAL EXPENSE:Windsor Hills Taxes	3,477.25	
LIBRARY	200.00	
OVERLAY:Property Tax Abated:Interest Abated - 2010	28.06	
OVERLAY:Property Tax Abated:Property Tax Abated - 2010	1,524.31	
PAYMENTS TO OTHER GOVERNMENTS:Taxes Paid To County	37,885.00	
PAYMENTS TO OTHER GOVERNMENTS:Taxes Paid to School District	356,000.00	
PUBLIC SAFETY	27,018.40	
SANITATION:Solid Waste Disposal	28,805.84	
TAX LIENS	0.00	
TAX LIENS:TX CL Levy Research & Notices	664.49	
TAX LIENS:TX CL Record/Copy/Surcharge Fee	143.05	
TAX LIENS:TX CL Tax Lien 2009	41,967.64	
WASH ACCOUNTS:Petty Cash	39.12	
WASH ACCOUNTS:TC Dog Tags	45.00	
WELFARE:Direct Assistance	630.00	
<b>TOTAL</b>	<b>949,687.91</b>	<b>949,687.91</b>

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**TAX COLLECTOR'S REPORT**

For the Municipality of

WINDSOR

Year Ending

12/31/2010**DEBITS**

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR*		LEVY FOR YEAR	PRIOR LEVIES		
		2010	2009	2008	2007+
Property Taxes	#3110	xxxxxx	\$ 169,945.39	\$ 0.00	\$ 32,598.94
Resident Taxes	#3180	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	#3189	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes		xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Prior Years' Credits Balance**		\$ 0.00			
This Year's New Credits		( \$ 6.85 )			

**TAXES COMMITTED THIS FISCAL YEAR**

Property Taxes	#3110	\$ 539,961.00	\$ 0.00
Resident Taxes	#3180	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	\$ 2,199.12	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	\$ 0.00	\$ 0.00
Utility Charges	#3189	\$ 0.00	\$ 0.00
Betterment Taxes		\$ 0.00	\$ 0.00

**FOR DRA USE ONLY****OVERPAYMENT REFUNDS**

Property Taxes	#3110				
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Credits Refunded		\$ 0.00			
Interest - Late Tax	#3190	\$ 420.07	\$ 5,549.14	\$ 0.00	\$ 2,313.83
Resident Tax Penalty	#3190	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL DEBITS</b>		<b>\$ 542,573.34</b>	<b>\$ 175,494.53</b>	<b>\$ 0.00</b>	<b>\$ 34,912.77</b>

\*This amount should be the same as the last year's ending balance. If not, please explain.

\*\*Enter as a negative. This is the amount of this year's taxes pre-paid last year as authorized by RSA 80:52-a.

\*\*The amount is already included in the warrant and therefore in line #3110 as a positive amount for this year's levy.

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

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## TAX COLLECTOR'S REPORT

For the Municipality of

WINDSOR

Year Ending

12/31/2010

## CREDITS

REMITTED TO TREASURER	LEVY FOR YEAR 2010	PRIOR LEVIES		
		2009	2008	2007+
Property Taxes	\$ 451,249.85	\$ 134,382.39	\$ 0.00	\$ 2,006.29
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 1,691.93	\$ 0.00	\$ 0.00	\$ 0.00
Interest & Penalties	\$ 420.07	\$ 5,549.14	\$ 0.00	\$ 2,313.83
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Converted To Liens (Principal only)	\$ 0.00	\$ 35,563.00	\$ 0.00	\$ 2,605.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Discounts Allowed	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Prior Year Overpayments Assigned	\$ 0.00			

## ABATEMENTS MADE

Property Taxes	\$ 4,002.00	\$ 0.00	\$ 0.00	\$ 0.00
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CURRENT LEVY DEEDED	\$ 1,590.00	\$ 0.00	\$ 0.00	\$ 4,189.16

## UNCOLLECTED TAXES -- END OF YEAR #1080

Property Taxes	\$ 83,119.15	\$ 0.00	\$ 0.00	\$ 23,798.49
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 507.19	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Property Tax Credit Balance*	( \$ 6.85 )	XXXXXX	XXXXXX	XXXXXX
TOTAL CREDITS	\$ 542,573.34	\$ 175,494.53	\$ 0.00	\$ 34,912.77

\*Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a.

(Be sure to indicate a positive amount in the Property Taxes actually remitted to the treasurer.)

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## TAX COLLECTOR'S REPORT

For the Municipality of

WINDSOR

Year Ending

12/31/2010

## DEBITS

UNREDEEMED & EXECUTED LIENS	2010	PRIOR LEVIES		
		2009	2008	2007+
Unredeemed Liens Beginning of FY		\$ 0.00	\$ 30,716.64	\$ 19,841.56
Liens Executed During FY	\$ 0.00	\$ 41,967.64	\$ 0.00	\$ 0.00
Unredeemed Elderly Liens Beg. of FY		\$ 0.00	\$ 0.00	\$ 0.00
Elderly Liens Executed During FY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest & Costs Collected	\$ 0.00	\$ 927.59	\$ 3,162.08	\$ 4,532.96
<b>TOTAL LIEN DEBITS</b>	<b>\$ 0.00</b>	<b>\$ 42,895.23</b>	<b>\$ 33,878.72</b>	<b>\$ 24,374.52</b>

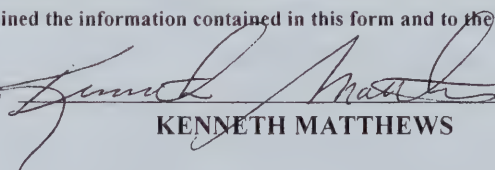
## CREDITS

REMITTED TO TREASURER		2010	PRIOR LEVIES		
			2009	2008	2007+
Redemptions		\$ 0.00	\$ 12,940.18	\$ 11,627.55	\$ 12,914.42
Interest & Costs Collected	#3190	\$ 0.00	\$ 927.59	\$ 3,162.08	\$ 4,532.96
Abatements of Unredeemed Liens		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Liens Deeded to Municipality		\$ 0.00	\$ 3,566.89	\$ 3,364.90	\$ 3,292.00
Unredeemed Liens End of FY	#1110	\$ 0.00	\$ 25,460.57	\$ 15,724.19	\$ 3,635.14
Unredeemed Elderly Liens End of FY		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL LIEN CREDITS</b>		<b>\$ 0.00</b>	<b>\$ 42,895.23</b>	<b>\$ 33,878.72</b>	<b>\$ 24,374.52</b>

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) ? \_\_\_\_\_

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

TAX COLLECTOR'S SIGNATURE



KENNETH MATTHEWS

DATE 1-5-2011

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# Town Clerk's Report January through December 2010

Motor Vehicle Permits Issued	\$	34,689.50	
Title Applications Fees	\$	112.00	
Local Clerk Fees	\$	550.50	
Local Auto Transfer Fees	\$	155.00	
Municipal Agent Fees	\$	1,107.00	
367 Total MV Registrations			\$ 36,614.00
Dog Licenses Issued - Town Fees	\$	81.50	
Late Fees & Mailing Fees	\$	9.00	
State Fees	\$	59.50	
Local Clerk Fees	\$	23.00	
Total for Dogs			\$ 173.00
Candidate Registration Fees			\$ -
Total for Vital Statistics (State Portion)			\$ -
UCC Filing			\$ -
Total for Vital Statistics (Clerk's Portion)			\$ -
Total Debit			\$ 36,787.00
Remittance to Treasurer:			
Motor Vehicle Permits	\$	34,689.50	
Municipal Agent Fees	\$	1,107.00	
Title Applications Filed	\$	112.00	
Local Clerk Fees	\$	550.50	
Local Auto Transfer Fees	\$	155.00	
Dog Licenses	\$	173.00	
UCC Filing	\$	-	
Recovered Bank Fee	\$	-	
Vital Statistics	\$	-	
Total Credit			\$ 36,787.00

Respectfully submitted,

Gloria Landry  
Gloria Landry  
Town Clerk  
12/31/2010

6:35 PM

02/15/11

Accrual Basis

**TOWN of WINDSOR**  
**INCOME & EXPENSE 2010**  
 January through December 2010

	Jan - Dec 10
Ordinary Income/Expense	
Income	
Grants	200.00
INTEREST INCOME	
Sovereign Bank	2.58
TD BankNorth	89.56
Total INTEREST INCOME	92.14
REFUNDS	
DSL	623.15
Total REFUNDS	623.15
SELECTMEN	
Copies	28.44
Current Use Application	
Current Use Filing Fee	28.00
Total Current Use Application	28.00
PILT Nazarene	21,795.33
Pistol Permit	50.00
Total SELECTMEN	21,901.77
STATE of NH - ROOM & MEALS TAX	19,949.86
STATE of NH HIGHWAY BLOCK GRANT	3,753.55
Tax Col Prop Tax 03	532.00
Tax Col Prop Tax 06	1,474.29
Tax Col Prop Tax 07	12,914.42
Tax Col Prop Tax 07L	2,605.00
Tax Col Prop Tax 08L	11,627.55
Tax Col Prop Tax 09	32,794.15
Tax Col Prop Tax 09 - 2nd of 2	141,363.24
Tax Col Prop Tax 09L	12,940.18
Tax Col Prop Tax 2010 - 1 of 2	202,241.41
Tax Col Prop Tax 2010 - 2 of 2	249,008.44
Tax Col Prop Tax 2011 - 1 of 2	6.85
Tax Col Prop Tax Int. 03	259.77
Tax Col Prop Tax Int. 04	201.53
Tax Col Prop Tax Int. 06	1,100.56
Tax Col Prop Tax Int. 07	4,532.96
Tax Col Prop Tax Int. 07L	751.97
Tax Col Prop Tax Int. 08L	3,162.08
Tax Col Prop Tax Int. 09	3,757.29
Tax Col Prop Tax Int. 09 - 2nd	1,791.85
Tax Col Prop Tax Int. 09L	927.59
Tax Col Prop Tax Int. 10 - 1st	417.77
Tax Col Prop Tax Int. 10 - 2nd	2.30
Tax Col Timber 2010 - 1	1,691.93
TOWN CLERK	
DOGS	
Local Clerk Dog Fee	23.00
Town Dog Late Fees	9.00
Town Dog License Fees	81.50
Total DOGS	113.50
MISCELLANEOUS	
UCC Fee	45.00
Total MISCELLANEOUS	45.00
MOTOR VEHICLES	
Local Fees	557.50
MA Fees	1,107.00
Title App Fee	114.00
Town MV Fees	34,689.50
Transfer Fees	155.00
Total MOTOR VEHICLES	36,623.00

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# TOWN of WINDSOR

## INCOME & EXPENSE 2010

January through December 2010

	Jan - Dec 10
<b>STATE FEES</b>	
Dog Fees	59.50
<b>Total STATE FEES</b>	59.50
<b>VITAL RECORDS</b>	-62.00
<b>Total TOWN CLERK</b>	36,779.00
<b>Total Income</b>	769,404.60
<b>Expense</b>	
<b>ADV &amp; REG. ASSOC. DUES</b>	
Advertising	266.00
Memberships, Dues & Workshops	1,437.65
NH Clerk Association	20.00
<b>Total ADV &amp; REG. ASSOC. DUES</b>	1,723.65
<b>CEMETERIES</b>	1,778.68
<b>ELECTION, REGISTRATION &amp; VITALS</b>	80.59
<b>EXECUTIVE SALARIES</b>	22,147.58
<b>FINANCIAL ADMINISTRATION</b>	
Analysis Fee	21.00
Avitar	
Avitar 2009	859.00
Avitar 2010	4,740.49
Avitar 2011Assessing	501.50
<b>Total Avitar</b>	6,100.99
Consultant	513.00
MAAP Training	100.00
Mileage Reimbursement	
tolls	2.00
Mileage Reimbursement - Other	1,316.41
<b>Total Mileage Reimbursement</b>	1,318.41
Office Supplies	1,600.73
Postage	776.35
Town Reports	232.98
<b>Total FINANCIAL ADMINISTRATION</b>	10,663.46
<b>GENERAL GOVERNMENT BUILDINGS</b>	
GENERAL GOVERNMENT SUPPLIES	861.18
Janitorial Expenses	322.50
Town Hall Plowing	1,115.00
Town Hall Repairs	
Plumbing	500.00
Town Hall Repairs - Other	6,400.00
<b>Total Town Hall Repairs</b>	6,900.00
Utilities	
Electric	1,228.29
Propane	1,337.39
Telephone	2,083.81
<b>Total Utilities</b>	4,649.49
<b>Total GENERAL GOVERNMENT BUILDINGS</b>	13,848.17
<b>HIGHWAYS &amp; STREETS</b>	
Highways & Streets-Salt	
Salt 2009	1,739.56
Highways & Streets-Salt - Other	1,909.05
<b>Total Highways &amp; Streets-Salt</b>	3,648.61

# TOWN of WINDSOR

## INCOME & EXPENSE 2010

January through December 2010

	Jan - Dec 10
Highways & Streets-Signs	54.00
Smart board	63.97
HIGHWAYS & STREETS - Other	17,100.00
<b>Total HIGHWAYS &amp; STREETS</b>	<b>20,866.58</b>
<b>INSURANCE</b>	<b>1,652.70</b>
<b>LEGAL EXPENSE</b>	
2009 Billing - Brooks	100.00
Auditing Expense	172.88
Chamberlain/Palmer Lawsuit	20,387.68
General	1,335.77
Junk Yard Complaint	90.00
Mileage and Tolls	18.50
Nature Conservancy	8,000.00
Roche	1,501.35
Wediko	2,190.00
Windsor Hills Taxes	3,477.25
<b>Total LEGAL EXPENSE</b>	<b>37,273.43</b>
<b>LIBRARY</b>	<b>200.00</b>
<b>OVERLAY</b>	
Property Tax Abated	
Interest Abated - 2010	28.06
Property Tax Abated - 2010	1,524.31
<b>Total Property Tax Abated</b>	<b>1,552.37</b>
<b>Total OVERLAY</b>	<b>1,552.37</b>
<b>PAYMENTS TO OTHER GOVERNMENTS</b>	
Taxes Paid To County	37,885.00
Taxes Paid to School District	356,000.00
<b>Total PAYMENTS TO OTHER GOVERNMENTS</b>	<b>393,885.00</b>
<b>PUBLIC SAFETY</b>	<b>27,018.40</b>
<b>SANITATION</b>	
Solid Waste Disposal	28,805.84
<b>Total SANITATION</b>	<b>28,805.84</b>
<b>TAX LIENS</b>	
TX CL Levy Research & Notices	664.49
TX CL Record/Copy/Surcharge Fee	143.05
TX CL Tax Lien 2009	41,967.64
TAX LIENS - Other	0.00
<b>Total TAX LIENS</b>	<b>42,775.18</b>
<b>WASH ACCOUNTS</b>	
Petty Cash	39.12
TC Dog Tags	45.00
<b>Total WASH ACCOUNTS</b>	<b>84.12</b>
<b>WELFARE</b>	
Direct Assistance	630.00
<b>Total WELFARE</b>	<b>630.00</b>
<b>Total Expense</b>	<b>604,985.75</b>
<b>Net Ordinary Income</b>	<b>164,418.85</b>
<b>Net Income</b>	<b>164,418.85</b>



### Detailed Statement of Payments

	<u>Appropriated amount</u>	<u>Expended</u>
Town Officer Salaries	\$21,234	\$ 22148
Election and Registration	\$ 1,000	\$ 81
Financial Administration	\$18,000	\$ 10,664
Legal Expense	\$ 50,000	\$ 37,274
Planning & Zoning	\$ 1,000	\$ 0
General Gov. Building	\$ 14,500	\$ 13,848
Cemeteries	\$ 1,800	\$ 1,779
Insurance	\$ 2,000	\$ 1,653
Advertising & Regional Assoc. Dues	\$ 2,000	\$ 1,724
Social Security, IRS Tax	\$ 7,000	\$ 2,160
Fire	\$28,281	\$27,018
Highway & Streets	\$ 25,000	\$ 20,867
Solid Waste Disposal	\$ 28,332	\$ 28,806
Library	\$ 200	\$ 200
Welfare	\$ 2,000	\$ 630
Donations	\$ 100	<u>\$ 0</u>
<b>Total of Appropriations</b>		<b>\$168,852</b>

# Comparative Statement of Appropriations and Estimates

<u>Purpose of</u>	<u>Appropriations</u>	<u>Actual</u>	<u>Break down</u>	<u>Difference</u>	<u>Appropriations</u>
<u>appropriations</u>	<u>2010</u>	<u>2010</u>			<u>2011</u>
Executive	21,234	-22,148		-914	25,000
Election and Registration	1,000	-81		919	0
Financial Administration	18,000	10,664		28,664	13,000
Analysis Fee Bank			21		
Avitar			6,101		
Consultant			513		
Mileage Reimburse			1,319		
MAAP Training			100		
Office Supplies			1,601		
Postage			776		
Town Reports			233		
Revaluation of Property	0	0		0	13,000
Legal Expense	50,000	-37,274		12,726	50,000
Audit			173		
Chamberlain/Palmer/Lawsuit			20,388		
Brooks			100		
Junkyard Complaint			90		
Mileage and Tolls			19		
Nature Conservancy			8,000		
Nazarene/Windsor Hills			3,477		
Roche			1,501		
Wediko			2,190		
General			1,336		
Planning & Zoning	1,000	0		1,000	100



<u>Purpose of</u>	<u>Appropriations</u>	<u>Actual</u>	<u>Break down</u>	<u>Difference</u>	<u>Appropriations</u>
<u>appropriations</u>	<u>*2010</u>	<u>*2010</u>			<u>*2011</u>
General Govt Building	14,500	-13,848		652	10,000
Janitorial Expense			323		
Town Hall Plowing			1,115		
Electric			1,228		
Propane			1,337		
Telephone			2,084		
Repairs			6,900		
Other			861		
Cemeteries	1,800	-1,779		21	1,800
Insurance	2,000	-1,653		347	2,000
<b>Advertising, Dues, Workshops</b>	2,000	-1,724		276	2,500
Advertising			266		
Dues, workshop			1,458		
Social Security/Medicare Taxes	7,000	-2,160		4,840	2,500
<b>Fire/Police/Dispatch</b>	28,281	-27,018		1,263	29,000
Donations	100	0		100	100
Highway & Streets	25,000	-20,867		4,133	25,000
Town Plowing			17,100		
Salt			3,649		
Signs/smartboard			118		
Solid Waste Disposal	28,332	-28,806		-474	10,000
Library	200	-200		0	200
Welfare	2,000	-630		1,370	2,000
Heating System	0	0		0	20,000
Reducing General Fund Balance	36,168	0		-36,168	0
<b>TOTALS</b>	<b>\$ 202,447</b>	<b>-147,524</b>		<b>18,755</b>	<b>\$ 206,200</b>

# REPORT OF TRUST AND CAPITAL RESERVE FUNDS

\$ 4106.58

Please insert the total of ALL funds here

Town/City Of: WINDSOR, New Hampshire For Year Ended: 2010

CONTACT PERSON: Linnea Steeves

PHONE: (603)478-0930

Windsornh@qsinet.net

## CERTIFICATE

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Linnea Steeves

Signed by the Trustees of Trust Funds

on this date 2/22/11

Sign in ink

## REMINDERS FOR TRUSTEES

1. **SIGNATURES** - Sign in ink on lines provided above.

2. **INVESTMENT POLICY** - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34:5, 35:9).

3. **PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE** - RSA 31:38-a allows trustees to use professional banking or brokerage firm assistance. Refer to the law for further information. Attributable expenses may be charged against the trust fund involved, however, please be advised the fees can be taken from income only and not from principal.

4. **WEB SITE** - A trustee handbook can be down loaded from the web site for the Attorney General's Charitable Trust Division. [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable)

5. **FAIR VALUE** - Complete the corresponding lines on page 4 to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from professional banking or brokerage services.

6. **CAPITAL RESERVE FUND**- Must be maintained separately on the books of the town. The assets of such funds may be pooled in order to invest in a broader range of investments to maximize growth and mitigate risk (RSA 35:9).

7. **WHEN and WHERE TO FILE** - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See addresses on page 4 of this form. If the trustees hold funds for the school, the school business administrator will also need a copy for the school's financial report.

## FOR DRA USE ONLY

State of New Hampshire  
Department of Revenue Administration  
Municipal Services Division  
PO Box 487, Concord, NH 03302-0487  
(603) 271-3397

MS-9  
Rev. 12/2010



**REPORT OF THE TRUST FUNDS OF THE CITY/TOWN OF** Windsor, New Hampshire  
**For the year 2010**

Duplicate these pages if additional lines are needed.

	Date of Creation	NAME OF TRUST FUND <small>Start with common trust funds</small>	Purpose of Trust	HOW INVESTED Bank, deposits, stocks, bonds, etc.	%	***PRINCIPAL***		Cash Gains or Losses on Securities
						Balance Beginning of Year	New Funds Created	
1	10/1889	Abney Symond	Cemetary	CD	6%	200.00		
2	Aug-85	Mary Chapman	Cemetary	CD	15%	500.00		
3			TOTAL			700.00		
4								
5	10/1889	Abney Symond	Town	CD	15%	500.00		
6	10/1889	Abney Symond	Town	CD	64%	2,104.70		
7	Jul-93	School Reserve	School	Savings	100	802.33		
8			TOTAL			3,407.03		
9								
10			GRAND					
11			TOTALS			4,107.03		
12								
13								
14								
15								
16								
17								
18								
19								
20								
	Totals							

FOR THE YEAR ENDING

***PRINCIPAL***		INCOME					Grand Total Principal & Income End of Year
Withdrawals	Balance End of Year	Balance Beginning of Year	Income During Year		Expended During Year	Balance at End of Year	
			%	Amount			
	200.00	3.14	6%	1.21	3.14	1.21	201.21
	500.00	7.86	15%	3.02	7.86	3.02	503.02
	700.00	11.00		4.23	11.00	4.23	704.23
	500.00	7.86	15%	3.02	7.86	3.02	503.02
	2,104.70	33.55	64%	12.90	33.55	12.90	2,117.60
20.96	781.37			0.36		0.36	781.73
20.96	3,386.07	41.41		16.28	41.41	16.28	3,402.35
20.96	4,086.07	52.41		20.51	52.41	20.51	4,106.58

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## Report of Forest Fire Warden and State Forest Ranger

Our local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 1-800-498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdf.org](http://www.nhdf.org).

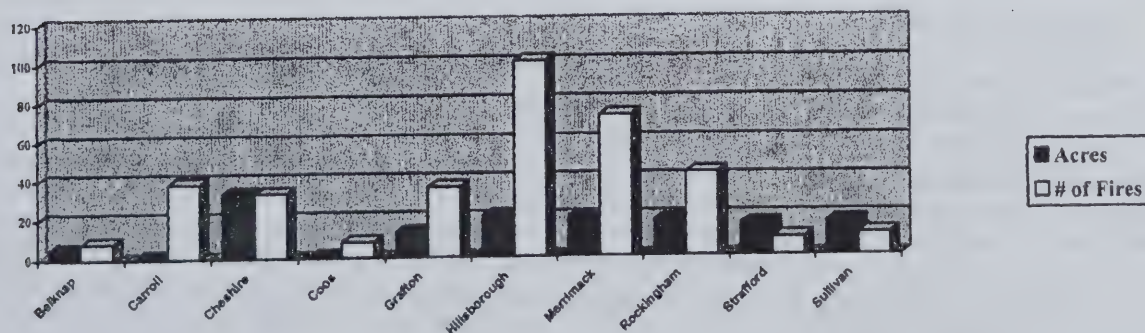
This past fire season had a slightly lower number of fires, as well as lower number of acres burned than the 5 year average. What made this fire season somewhat unusual was that it lasted most of the summer. New Hampshire typically has a fairly active spring fire season and then the summer rains tend to dampen fire activity later in the season. This year virtually all areas of the state had fires throughout the summer due to the periodic dry spells throughout the season. As has been the case over the last few years, state budget constraints have limited the staffing of our statewide system of 16 fire lookout towers to Class III or higher fire danger days. Despite the reduction in the number of days staffed, our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting was supplemented by contracted aircraft and the NH Civil Air Patrol when the fire danger was especially high. The largest fire for the season was 10.3 acre fire in Charlestown. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2010 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

### 2010 FIRE STATISTICS

(All fires reported as of November 2010)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS		
County	Acres	# of Fires
Belknap	5	8
Carroll	1	38
Cheshire	33	33
Coos	1	8
Grafton	13	36
Hillsborough	21	101
Merrimack	20	73
Rockingham	18	43
Strafford	16	9
Sullivan	17	11



### CAUSES OF FIRES REPORTED

		Total Fires	Total Acres
Arson	3	2010 360	145
Debris	146	2009 334	173
Campfire	35	2008 455	175
Children	13	2007 437	212
Smoking	13	2006 500	473
Railroad	0		
Equipment	18		
Lightning	4		
Misc.*	128	(*Misc.: power lines, fireworks, electric fences, etc.)	

ONLY YOU CAN PREVENT WILDLAND FIRE



Local Government Center

**LOCAL GOVERNMENT CENTER PROPERTY-LIABILITY TRUST, LLC**

**Bond Endorsement Effective January 1, 2011**

**PUBLIC OFFICIAL SCHEDULE BOND**

**Town of Windsor**

**PLT ID: WINS**

**KNOW ALL MEN BY THESE PRESENTS:** That the Local Government Center Property-Liability Trust, LLC., a limited liability company duly organized under the laws of the State of New Hampshire, and having its principal office in the City of Concord, County of Merrimack, and State of New Hampshire, (hereinafter the "Surety"), is held and firmly bound unto the Town of Windsor (hereinafter the "Obligee") and the State of New Hampshire (if applicable)

A. For such pecuniary loss as the Obligee shall have sustained by reason of or in consequence of the failure of any official or employee (hereinafter the "Official") who may now or hereafter occupy or perform the duties of any position named in the schedule of positions contained herein (the "Schedule") during the term of this Bond or any renewal term thereof, to faithfully perform the duties of said position; and

B. For such pecuniary loss as the Obligee shall have sustained by reason or in consequence of fraudulent or dishonest acts committed by an Official(s) who now or hereafter occupy or perform the duties of any position named in the Schedule during the term of this Bond or any renewal term thereof.

<i>Position</i>	<i>Number of Officials</i>	<i>Amount of Coverage on Each Official</i>
Treasurer	1	44,000
Tax Collector	1	44,000
Deputy Tax Collector	1	44,000
Town Clerk	1	7,000
Trustees of the Trust Fund	3	1,000
Agent for Motor Vehicle	1	10,000
Municipal Agent/Clerk	1	5,000

**PROVIDED, HOWEVER,** that this undertaking is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

1. **Schedule of Positions.** The liability of the Surety on account of any one Official shall not exceed the amount set opposite the position in the Schedule occupied by such Official. The Obligee may, during the continuance of this Bond, (i) add other positions to the Schedule; (ii) increase or decrease the number of Officials occupying any position listed in the Schedule; or (iii) increase or decrease the amount of coverage carried on any position, in each case and instance by giving written notice to the Surety, but such notice shall not be binding on the Surety until the Obligee has received the Surety's written acceptance thereof.

2. **Automatic Termination Upon Discovery of Loss.** Upon discovery by the Obligee of any loss covered hereunder, this Bond shall automatically be terminated as to any acts committed by the Official causing the loss subsequent to the date of discovery. Coverage shall automatically continue for any successor Official duly elected or appointed to occupy the position held by the Official on which coverage is terminated; and the amount of coverage for that position shall be restored to the original amount as respects such successor Official.

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**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

 **COPY**

Moderator Patrick Hines opened the Town Meeting at 7:06 PM.

Statement read by Patrick Hines, Moderator:

The Selectmen have voted on a new policy regarding recording devices.

Effective immediately:

**CAMCORDERS:**

Anyone who wishes to use a camcorder or any other video-recording device must first ask the permission of the Selectmen. All camcorders or video-recording device will be in a stationary position in a designated area – selected by the Selectmen.

The camcorder will be fixed to the Board of Selectmen only and WILL NOT pan the audience which only insights and intimidates the people. People who are attending the meeting have a Right-To-Know when they are being recorded.

**TAPE RECORDERS:**

Anyone who wishes to use a tape recorder must first ask the permission of the Selectmen. All tape recorders will be set at the desk of the Selectmen and removed at the end of the meeting.

Permission at each meeting is required.

**Article 1)** Motioned by Darlene Cuddy, Seconded by Ron Houghton

*"To move the ballot vote to choose all necessary Town Officers for the ensuing year to the end of the meeting."*

Vote Taken & Passed Unanimously

Dale Havunen nominates Gerry Needham as Selectmen, Seconded by John Kablik. Gerry Needham accepts.

Rachael Davies nominates Ellen Blake as Treasurer, Seconded by Darlene Cuddy. Ellen Blake accepts.

Tracey Guzouskas nominates Susan Nettleton as Supervisor of the Checklist, Seconded by Ron Houghton. Susan Nettleton accepts.



**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

Rachael Davies nominates Patrick Hines as Moderator, Seconded by Dale Havunen. Patrick Hines accepts.

Ron Houghton nominates Rick Smith as Auditor, Seconded by Rachael Davies. Rick Smith accepts.

Darlene Cuddy nominates Linnea Steeves as Chair of Trustee of the Trust Fund, Seconded by Ron Houghton. Linnea Steeves accepts.

Lori Gezelman nominates Pauline Carlson as Trustee of the Trust Fund, Seconded by Linnea Steeves. Pauline Carlson accepts.

Darlene Cuddy motions to vote to accept the whole ballot on Article 1, Seconded by Ron Houghton.

Vote Taken, Passed Unanimously

***Election of Town Officers and Officials:***

Selectman for 1 year:  
Treasurer for 1 year:  
Moderator:  
Trustee of Trust Fund:

**Gerry Needham  
Ellen Blake  
Patrick Hines  
Linnea Steeves, Pauline  
Carlson  
Rick Smith  
Susan Nettleton**

Auditor:  
Supervisor of the Checklist:

**Article 2)** Motioned by Gerry Needham, Seconded by Ron Houghton

*"To see what sum of money the Town will vote to raise and appropriate for the payment of Town charges including principal and interest on the Town's outstanding indebtedness, social security taxes, and any other legal obligations of the Town, being a total of \$28,234 or to take any action relative thereto."*

The Selectmen recommend approval

Gerry Needham motions to amend Article 1 from \$28,234 to \$47,234, Seconded by Ron Houghton.

Some discussion takes place regarding the differences of the two sums. Selectmen Darlene Cuddy explains that the salaries of certain town officials are being raised and she also explains some discrepancies regarding which town officials fall under which titles.

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

 **COPY**

Vote Taken on amendment, Passed by Majority

Vote Taken on Article 2, Passed by Majority.

**Article 3)** Motioned by Darlene Cuddy, Seconded by Ron Houghton

*"To accept the reports of the Auditors and Agents heretofore chosen and pass any vote in relation thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 4)** Motioned by Ron Houghton, Seconded by Gerry Needham

*"To see if the Town will vote to raise and appropriate the sum of \$28,281 for Police and Fire expenses, or to take any action relative thereto."*

The Selectmen recommend approval

Some discussion took place regarding the cost in previous years and whether or not this includes State Police fees.

Vote Taken, Passed Unanimously.

**Article 5)** Motioned by Gerry Needham, Seconded by Ron Houghton

*"To see if the Town will vote to raise and appropriate the sum of \$14,500 for the general government building operating expenses of the Town Hall, or to take any action relative thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 6)** Motioned by Gerry Needham, Seconded by Ron Houghton

*"To see if the Town will vote to raise and appropriate the sum of \$1,800 for the upkeep of the Town cemeteries and Town Hall grounds, or to take any action relative thereto."*

The Selectmen recommend approval

Some discussion took place regarding the specifics of the job.

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**



Vote Taken, Passed Unanimously

**Article 7)** Motioned by Gerry Needham, Seconded by Darlene Cuddy

*"To see if the Town will vote to raise and appropriate the sum of \$25,000 for highways and bridges, or to take any action relative thereto."*

The Selectmen recommend approval

Some discussion took place. Dale Havunen questioned why the amount went up. Selectman Ron Houghton stated it was due to the price of salt.

Vote Taken, Passed Unanimously

**Article 8)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

*"To see if the Town will vote to raise and appropriate the sum of \$100 for donations, or to take any action relative thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 9)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

*"To see if the Town will vote to raise and appropriate the sum of \$28,332 to be paid to the Town of Hillsboro for the use of the Transfer Station, or to take any action relative thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 10)** Motioned by Gerry Needham , Seconded by Ron Houghton

*"To see if the Town will vote to raise and appropriate the sum of \$2,000 for advertising and the annual membership dues in the NH Municipal association, or to take any action relative thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 11)** Motioned by Gerry Needham, Seconded by Ron Houghton



**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

CCNY

*"To see if the Town will vote to raise and appropriate the sum of \$50,000 for legal expenses, or to take any action relative thereto."*

The Selectmen recommend approval

Some discussion took place. Darwin Hughes asks the Selectmen why this figure is so high. Selectmen Ron Houghton replies that it is due to the current and ongoing legal issues as well as any upcoming legal issues that may arise. Some further discussion took place as to what the legal court decision was on current lawsuits of the Town of Windsor. Ben Lewis questions what legal issues are thought to come up in the future. Selectman Ron Houghton replies that there are legal issues with Nazarene Camp as well as the Wediko PILT agreement.

Vote Taken, Passed Unanimously

**Article 12)** Motioned by Ben Lewis, Seconded by Darwin Hughes.

*"To see if the Town will town will vote to raise and appropriate the sum of \$200 to donate to the Fuller Library in Hillsboro, NH or to take any action relative thereto."*

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 13)** Motioned by Gerry Needham, Seconded by Darlene Cuddy

*"To see if the Town will vote to raise and appropriate the sum of \$2,000 to purchase insurance for the Town, or to take any action relative thereto."*

The Selectmen recommend approval.

Some discussion took place. Ellen Blake questions what this insurance is for. Selectman Darlene Cuddy replies it is for the building.

Vote taken, Passed Unanimously

**Article 14)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

*"To see if the Town will vote to raise and appropriate the sum of \$2,000 for the Welfare budget, or to take any action relative thereto."*

The Selectmen recommend approval

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

 COPY

Vote Taken, Passed Unanimously

**Article 15)** Motioned by Ron Houghton, Seconded by Darwin Hughes

*"To see if the Town will vote to raise and appropriate the sum of \$1000 for Planning and Zoning Master Plan, or to take any action relative thereto."*

The Selectmen recommend approval

Some discussion took place. Bruce Grendell asks if the unused money from last year becomes carried over into this year's budget. Selectman Darlene Cuddy responds that the unused money budgeted for last year becomes part of the general fund.

Vote Taken, Passed Unanimously

**Article 16)** Motioned by Ron Houghton, Seconded by Gerry Needham

*"To see if the Town will vote to raise \$36,168 for the purpose of reducing the general fund deficit pursuant to RSA 41:9, V"*

The Selectmen recommend approval

Ron Houghton motions to amend the article, Seconded by Gerry Needham. The article needs to be amended from \$36, 168 to \$26, 948.

Vote Taken on amendment, Passed Unanimously

Some discussion took place on the meaning of the RSA.

Vote Taken, Passed by Majority

**Article 17)** Motioned by Gerry Needham, Seconded by Ron Houghton

*"To see if the town will vote to authorize the Selectmen to enter into an agreement or agreements with the State of New Hampshire or its agencies, for the purpose of clearing up the contamination on the George Brooks property on Route 31, and further to authorize the Selectmen to apply for and, if received, to expend grants or other funds which would be used for the purpose of the cleanup, and further to authorize the Town to provide in kind services in assisting with the clean up; for example, trucking and use of Town equipment."*

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

 **COPY**

*Further, to authorize the Selectmen to take such other action as may be prudent and in the best interests of the Town of Windsor to abate the nuisances at the George Brooks property; or to take any action in relation thereto."*

The Selectmen recommend approval

Some discussion took place. Ben Lewis questions why this is a Town responsibility and not the citizen's. Selectman Ron Houghton responds that the citizen cannot afford to pay for the clean up, but has been significantly fined, and that the Town of Windsor only wants permission to look into getting grants to help with the clean up.

John Kablik motions to amend Article 17, Seconded by Ron Houghton.

Amended Article 17 reads as:

*"To see if the town will vote to authorize the Selectmen to enter into an agreement or agreements with the State of New Hampshire or its agencies, for the purpose of clearing up the contamination on the George Brooks property on Route 31, and further to authorize the Selectmen to apply for and, if received, to expend grants or other funds which would be used for the purpose of the cleanup, and further to authorize the Town to provide in kind services in assisting with the clean up; for example, trucking and use of Town equipment. Further, to authorize the Selectmen to take such other action as may be prudent and in the best interests of the Town of Windsor to abate the nuisances at the George Brooks property; or to take any action in relation thereto at no expense to the Town of Windsor without further approval."*

Vote Taken, Passed Unanimously

**Article 18)** Motioned by Gerry Needham, Seconded by Ron Houghton

*"We the undersigned residents request a warrant article to be placed before Towns People: To change tax collection process from twice a year back to once a year."*

*Submitted by petition*

Some discussion took place. Lori Gezelman questions whether a cost analysis has been performed. Selectman Ron Houghton replies that there has not. Tax Collector Ken Matthews states that twice a year is twice the work but not necessarily more expensive to the Town.



**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

Vote Taken, Article not passed by Majority

**Article 19)** Motioned by Gerry Needham, Seconded by Holly Mecheski

*"We the undersigned registered voters of Windsor, New Hampshire hereby petition the Board of Selectmen to include as a Warrant Article at the 2010 Annual Town Meeting the following:*

*Article: To see if the Town will vote to approve the following resolution to be forwarded to our State Representative(s), our State Senator, the Speaker of the House, and the Senate President.*

*Resolved: The citizens of New Hampshire should be allowed to vote on the amendment to the New Hampshire Constitution that defines "marriage".*

*Submitted by petition*

Some discussion to place on the meaning of the Article. Holly Mecheski explains that the petition would hopefully give the citizens of New Hampshire the right to vote on these issues.

Rachael Davies motions to move Article 19 behind Article 20, Seconded by Ellen Blake.

Vote Taken, Passed by Majority

**Article 20)** Motioned by Ron Houghton, Seconded by Darlene Cuddy

*"We the undersigned registered voters of Windsor, New Hampshire, hereby request that the vote for Article 19 be conducted by secret ballot in accordance with RSA 40:4-a."*

*Submitted by petition*

Some discussion took place on the necessity of voting on the Article as a written ballot.

Vote Taken, Not Passed by Majority

The residents of the Town of Windsor voted to accept Article 19 but did not accept Article 20 and used the majority vote to pass Article 19.

**Article 21)** Motioned by Gerry Needham, Seconded by Ron Houghton.

*"To transact any other business that may legally come before said meeting."*

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 9, 2010**

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Some discussion took place. Sarah Herman brought up the issue of motorized vehicle usage on Boulder Lake as an issue for next year. Lori Gezelman asks if there has been a final figure on the Town audit. Selectman Ron Houghton replies that that cannot yet be commented on.

Darlene Cuddy motions to close Town Meeting, Seconded by Gerry Needham.

Vote Taken, Passed Unanimously

Moderator Patrick Hines closed the Meeting at 8:39 PM and Meeting was adjourned at this time.

Respectfully Submitted,

Rachael S. Davies  
Windsor Town Clerk

A True Record - Attest

---

Rachael S. Davies, Town Clerk

## **WINDSOR SCHOOL BOARD ORGANIZATION**

### **Members of the School Board**

Darlene Cuddy	Term Expires 2013
Cindy Stosse	Term Expires 2012
Tracy Guzoukas	Term Expires 2011

### **Officers of the School District**

Treasurer	Kenneth Mathews
Moderator	Eileen Houghton
Auditor	
Clerk	Ben Lewis

### **Administration**

Dr. Alan D. Genovese	Superintendent
Ernest Muserallo, MA	Business Administrator
Dr. Linda D. Bullock	Director of Curriculum, Instruction, Assessment & Professional Development
Patricia M. Parenteau, M.S., CAGS	Director of Student Support Services

### **Town of Windsor**

14 White Pond Road	Phone (603) 478-3292
Windsor, NH 03244	Fax (603) 478-3293

### **SAU #34**

Mailing Address:	P.O. Box 2190 Hillsboro,
NH 03244	
Phone	(603) 464-4466
Fax	(603) 464-4053
Email:	<a href="mailto:agenovese@hdsd.k12.nh.us">agenovese@hdsd.k12.nh.us</a>
Website:	<a href="http://www.hdsd.org">www.hdsd.org</a>



**The State of New Hampshire  
Windsor School District  
SCHOOL WARRANT**

You are hereby notified to meet at the Town House in said District on the 8th day of March, 2011 at six thirty o'clock in the evening to act upon the following subjects:

ARTICLE 1. To choose by non-partisan ballot the following School District officials: One School Board Member for a 3-year term  
Moderator for a one-year term  
Clerk for a one-year term  
Treasurer for a one-year term  
Auditor for a one-year term

ARTICLE 2. To determine and appoint the salaries of the School Board and fix the compensation of any other officers or agents of the District.

ARTICLE 3. To hear the reports of agents, auditors, committees or officers chosen and pass any vote relating thereto.

ARTICLE 4. To see if the School District will vote to raise and appropriate for the support of schools, the payment of salaries of School District officials and agents, and for the payment of statutory obligations of the District, the sum of \$348,135 or take any other action in relation thereto.

ARTICLE 5. Shall the voters of the Hillsboro-Deering School District adopt a school administrative unit budget of \$1,012,092 for the forthcoming fiscal year in which \$16,932 is assigned to the school budget of this school district? This year's adjusted budget of \$1,012,092, with \$16,932 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

ARTICLE 6. To see if the School District will vote to raise and appropriate the sum of twelve thousand hundred dollars (\$12,000) to add to the expendable general trust fund created at the March 1993 Annual District Meeting for the purpose of paying for unanticipated tuition students or to take any action related thereto.

ARTICLE 7. To see if the School District will vote to raise \$43,187 to reduce the general fund deficit pursuant to RSA 189:28-a.

ARTICLE 8. To transact any other business that may legally come before said meeting.

Given under our hands at said Windsor this 8th day of February, 2011.

DARLENE CUDDY  
TRACEY GUZOUKAS  
CINDY STOSSE  
School Board

Table 1

**WINDSOR SCHOOL DISTRICT  
2011-2012 Proposed Budget**

<b>Description</b>		<b>2009-2010 ACTUAL</b>	<b>2010-2011 BUDGET</b>	<b>2011-2012 BUDGET</b>
<b>REVENUES</b>				
Unreserved Fund Balance		\$59,695	\$0	\$ 0
Local Property Tax		216,359	275,094	240,635
State Property Tax		63,835	63,835	71,451
Earnings on Investments		15	0	0
State Adequacy Grant		108,168	108,168	108,168
<b>TOTAL REVENUES</b>		<b>\$448,072</b>	<b>\$447,097</b>	<b>\$420,254</b>
<b>EXPENSES</b>				
1100	Tuition	\$ 421,657	\$ 413,089	\$ 302,618
1200	Special Education	35,322	0	35,600
2310	Insurance	750	750	750
2320	School Board Salaries	900	900	900
2320	School Board Expenses	424	600	600
2320	School Board Clerk	0	15	15
2320	Treasurer	100	100	100
2320	Treasurer's Supplies	0	25	25
2320	Checklist & Ballot Clerks	15	30	30
2320	Moderator	5	5	5
2320	Auditor	10	10	10
District Share - SAU #34		12,464	12,238	0
Transportation		7,121	7,335	7,481
<b>TOTAL EXPENSES</b>		<b>\$ 478,768</b>	<b>\$ 435,097</b>	<b>\$ 348,135</b>
<b>OTHER EXPENSES</b>				
Transfer to Tuition Trust		\$12,500	\$ 12,000	\$ 12,000
Deficit Appropriation		0	0	\$43,187
<b>TOTAL EXPENSES</b>		<b>\$ 491,268</b>	<b>\$ 447,097</b>	<b>\$ 403,322</b>



Table 2

WINDSOR SCHOOL DISTRICT				
2011-2012 Proposed Budget				
Regular Education Tuition				
	Students	Rate	Cost	
		\$		
Elementary School	8	11,331	\$	90,645
		\$		
Middle School	7	12,225	\$	85,573
		\$		
High School	11	11,491	\$	126,400
TOTAL TUITION	26		\$	302,618
Special Education Tuition				
	Students	Rate	Cost	
		\$		
High School	1	35,600	\$	35,600
TOTAL TUITION	1		\$	35,600

Table 6

WINDSOR SCHOOL DISTRICT		
Balance Sheet for Fiscal Year Ending June 30, 2010		
	Assets	Liabilities
Cash – Checking	\$ 42,931.83	
Accounts Receivable	-	
Due from Town of Windsor	131,454.63	
Due from Windsor trust funds		
Accounts payable	-	217,572.77
		(43,186.31)
Fund balance		)
Totals	\$ 174,386.46	\$ 174,386.46

Table 7

WINDSOR SCHOOL DISTRICT		
Special Education Programs & Services Pursuant to RSA 32:11-a		
	2008-2009	2009-2010
Expenditures		
Special Education General	\$69,226	\$35,322
Revenues		
State Equitable Education Aid	\$94,059	\$108,168
Net Cost of Special Education:	(\$24,833 )	(\$72,846 )

**Table 4**  
**WINDSOR SCHOOL DISTRICT**  
**Report of the School District Treasurer**  
**Fiscal Year July 1, 2009 to June 30, 2010**

<b>Balance on Hand - July 1, 2009</b>		<b>\$16,770.57</b>
Received from Selectmen:		
Current Year Appropriation	\$ 148,739.37	
Balance of Prior Year Appropriations	\$87,036.00	
Revenue from State Sources	\$108,168.00	
Revenue from Trust Funds	\$ 0.00	
Interest Income	\$14.59	
Miscellaneous Income	\$ 0.00	
<b>TOTAL RECEIPTS</b>		<b>\$ 343,957.96</b>
<b>TOTAL FUNDS AVAILABLE FOR FISCAL YEAR</b>		<b>\$360,728.53</b>
2009 - 2010		
LESS SCHOOL BOARD ORDERS PAID:		
Fiscal Year 2008-2009, Manifest #12	\$44,033.07	
Fiscal Year 2008-2009, Manifest #14	\$ 28.00	
Fiscal Year 2009-2010, Manifest #1	\$ 3,116.00	
Fiscal Year 2009-2010, Manifest #2	\$ 750.00	
Fiscal Year 2009-2010, Manifest #3	\$ 3,116.00	
Fiscal Year 2009-2010, Manifest #4	\$900.00	
Fiscal Year 2009-2010, Manifest #5	\$3,116.00	
Fiscal Year 2009-2010, Manifest #6	\$154.28	
Fiscal Year 2009-2010, Manifest #7	\$ 120.00	
Fiscal Year 2009-2010, Manifest #9	\$259,077.35	
Fiscal Year 2009-2010, Manifest #10	\$154.00	
Fiscal Year 2009-2010, Manifest #11	\$ 42.00	
Fiscal Year 2009-2010, Manifest #12	\$ 42.00	
Fiscal Year 2009-2010, Manifest #13	\$ 32.00	
Fiscal Year 2009-2010, Manifest #14	\$ 3,116.00	
<b>TOTAL SCHOOL BOARD ORDERS PAID</b>		<b>\$317,796.70</b>
<b>Balance on Hand - June 30, 2010</b>		<b>\$42,931.83</b>

Date: July 1, 2010

Kenneth Mathews,  
Treasurer



**Table 5**  
**WINDSOR SCHOOL DISTRICT**  
**Detailed Statement of Receipts 2009-2010**

DATE	FROM WHOM	DESCRIPTION	AMOUNT
9/01/09	State of New Hampshire	Equitable Education Aid	\$ 21,634.00
10/15/09	Town of Windsor	2008-09 Appropriation	\$ 49,775.37
11/02/09	State of New Hampshire	Equitable Education Aid	\$ 21,634.00
12/31/09	State of New Hampshire	Equitable Education Aid	\$ 32,450.00
2/17/10	Town of Windsor	2008-09 Appropriation	\$37,260.63
2/17/10	Town of Windsor	2009-10 Appropriation	\$148,739.37
4/01/10	State of New Hampshire	Equitable Education Aid	\$ 32,450.00
Various	Sovereign	Interest Income	\$14.59
<b>TOTAL RECEIPTS DURING YEAR</b>			<b>\$343,957.96</b>

		Expended FY 2010	Budgeted FY 2011	Proposed FY 2012
100 Superintendent		\$ 120,693	\$ 120,000	\$ 123,600
102 Business Administrator		77,308	85,000	89,550
103 Administrative Staff		119,278	125,049	129,973
104 Director of Curriculum, Instruction & Assessment		79,858	81,955	80,000
105 Accountant		58,000	58,580	62,338
106 Bookkeepers		79,562	71,775	78,291
107 Director of Student Support		75,116	75,578	80,090
200 Insurance Benefits		88,764	118,161	131,257
220 FICA & Medicare		43,790	48,893	51,073
230 NH Retirement		53,369	58,544	69,733
240 Course Reimbursement		5,852	4,782	5,852
250 Unemployment Compensation		557	613	1,082
260 Workers Compensation		2,145	2,986	3,255
280 Tax-Sheltered Annuity		2,314	0	0
290 Training		8,863	10,348	10,348
330 Professional Services		12,416	12,140	14,640
380 Audit and Legal Fees		3,106	9,360	6,360
430 Equipment Repairs & Maintenance		3,108	4,942	3,942
442 Copier & Equipment Leases		6,808	11,663	11,663
450 Office Rental		1,000	5,000	10,000
500 Postage, Telephone & Other Services		17,767	23,357	23,135
600 Supplies & Books		12,348	11,520	11,410
730 Replacement Equipment		26,961	2,000	800
750 Furniture & Fixtures	31	0	1,000	200
810 Dues & Fees		7,916	5,000	7,800

WINDSOR NEW HAMPSHIRE SCHOOL DISTRICT ANNUAL MEETING

MARCH 9, 2010

WINDSOR SCHOOL BOARD MEMBERS PRESENT: Darlene Cuddy, Chair, Cindy Stosse Tracy Guzoukas, Ben Lewis, Clerk

1. Eileen Houghton, (Moderator) moved the ballot vote of election of School Board officers and members to the end of the meeting. Seconded by Ben Lewis. Motion carried UNANIMOUSLY by a hand count.
2. Motion by Cindy Stosse to set the salaries of the School Board and compensation of any other officers or agents of the District as printed in the annual school district report. Seconded by Darlene Cuddy. Motion carried UNANIMOUSLY by a hand count.
3. Motion by Darlene Cuddy that the reports of agents, auditors, committees or officers chosen to be approved as printed in the annual School District report. Seconded by Tracy Guzoukas. Motion carried UNANIMOUSLY by a hand count.
4. Motion by Tracy Guzoukas that the District raise and appropriate the sum of \$423,041 in support of schools, for payment of salaries for school district officials and agents, and for the statutory obligations of the District. Motion amended to \$422,859. Seconded by Cindy Stosse. Motion carried UNANIMOUSLY by a hand count.
5. Motion by Cindy Stosse that the District raise and appropriate the sum of \$12,238 to be assigned to the SAU Budget of \$956,467 for the forthcoming fiscal year. Seconded by Darlene Cuddy. Motion carried UNANIMOUSLY by a hand count. 27 for and 5 against.
6. Motion by Tracy Guzoukas that the District raise and appropriate the sum of \$12,000 to add to the expendable general trust fund created at the March 1993 Annual District Meeting for the purpose of paying for unanticipated tuition students or to take any action related thereto. Seconded by Darlene Cuddy. Motion carried UNANIMOUSLY by a hand count.
7. Motion by Eileen Houghton to transact any other business that may legally come before said meeting. Seconded by Ben Lewis. Article 1 was brought forward by Moderator Eileen Houghton.
8. There being no additional nominations for the floor, the following officers were elected by acclamation.

One School Board Member for a three year term-Darlene Cuddy,Chair

Moderator- One year term- Eileen Houghton

Treasurer- One year term- Kenneth Matthews

Auditor- One year term- no one

Clerk- One year term- Ben Lewis

Respectfully submitted,

*Ben Lewis*  
*Clerk*

55



**Annual Report  
Superintendent of Schools  
2009-2010**

It is with great pleasure that I submit my first report as Superintendent on behalf of former Superintendent Dr. Barbara Baker. I thank her for her many efforts over the years to improve the district and wish her well in her retirement.

A successful school district requires many contributions from all stakeholders in order to function properly and achieve the goals set forth by the Administrative Team, professional committees and the School Board. Attaining these goals would not be possible without everyone's participation. With this in mind, I extend my sincere appreciation to the teachers and support staff for providing engaging learning opportunities for our children, in well-maintained and efficiently operated schools. Additionally, School Board members deserve recognition for unselfishly giving so much of their time on behalf of our students. Parents, community officials and townspeople are to be recognized for their support and assistance in promoting high expectations for staff and students. Finally, it is with pride that I congratulate the Administrative Team and staff for implementing policies and procedures that will elevate student achievement.

As a district we are coordinating the efforts of the elementary, middle and high schools to improve the quality of instruction. Teachers continue to address students' individual literacy needs, focus on content integration, collaborate to plan and implement instruction tied to common topics, develop core competencies for specific subjects areas, implement the Understanding by Design teaching and planning model and work to improving the delivery of mathematics instruction. To monitor the progress of students, we use the New England Common Assessment Program (NECAP), the Measures of Academic Progress (MAP) and use local common formative assessments and benchmark assessments to monitor student performance in inform instruction in reading, writing and mathematics.

The pages that follow contain summary reports from key educational leaders. These highlight the work and progress the district is making to improve learning for students. Collectively, they represent a coordinated effort to provide opportunities for students to achieve their full potential. Please take the time to review them to better understand the overall, comprehensive approach being made on behalf of students. For more information about the school district, please visit our website: [www.menasha.org](http://www.menasha.org).

In writing this report I wish to express my sincere gratitude and appreciation to town officials for their support, and to you for freely expressing your concerns. Although I have been here only a short time, I have met some fascinating people. I also would like to thank the Hillsboro-Deering School Board members – Rich Pelletier, Paul Plater, Marjorie Porter, Terry Cutter, and Virginia Leiby, (and past member John Segedy) for their time and guidance as I transitioned into the district. It is indeed a privilege for me to serve as your Superintendent.

Respectfully submitted,

Alan D. Genovese, Ed.D.  
Superintendent of Schools

## **Business Administrator's Report**

We had a good year in the Business Office. In 2009-2010 we continued to move forward with improving our school environment and maintaining fiscal stability.

Some of the major projects completed on our facilities include:

- Upgraded the dividers and traffic flow of the elementary school parking lot
- Replaced all the lighting at the elementary school
- Replaced the elementary school windows in the original section of the school
- Replaced the old generator at the high school
- Purchased and erected a new District storage building

The 2009-2010 fiscal year ended with a surplus of \$447,761 from efficient operations, over \$170,000 in additional revenue, and therefore over \$620,000 was returned from FY 2010 to taxpayers on their 2011 tax bills.

School district voters passed the budget for 2010-11 in March along with an individual warrant article, allowing the district to add a School Resource Officer and maintain existing programs.

The Food Service program increased the number of meals served to students and increased reimbursements from the Federal government for students qualifying for free or reduced lunch. The program also received a grant to provide fresh fruit and vegetable snacks for the elementary school.

As the school district officer in charge of business operations, student transportation, food service and facilities, I want to thank the community for it's support of the students and staff of the Hillsboro-Deering School District and School Administrative Unit #34 that serves the Hillsboro and Deering communities.

Respectfully submitted,

Ernest A Muserallo, MA  
Business Administrator



**Hillsboro-Deering Elementary School  
Annual Report 2009-2010**

During the 2009-2010 school year, our enrollment continued to be near 600, at 588 students, with five classes at each grade level (K-5) and three classes of pre-school children.

**NEW INITIATIVES**

- Implementation of the Restructuring Plan: Different teams focused on reading and math, collecting data on common formative assessments in reading, pre and post tests and benchmarks for math, under the guidance of a new principal.
- Teams included grade level teams as well as a continuation of the Math Vertical Team, Literacy Team, Leadership Team and a new Data Team.
- West Ed Initiative: Additional teaching staff participated in Walkthrough training. The Walkthrough Team members, administrators, and West Ed consultants conducted separate Walkthroughs of all classrooms looking for evidence of student engagement and other best instructional practices being used by faculty. This information was aggregated and shared with staff for training and focus for the following school year.
- There is a morning NECAP question drawn from grade 3-11 tests to challenge our First Class Learners. Trophies are awarded monthly and move from winner to winner. There is an end of semester plaque.
- We began a high honor roll, an honor roll, and honorable mention for those who do their best as well as celebrating perfect attendance throughout the year.
- Fifth grade students were called on to be leaders, making the morning announcements and helping students in the lower grades make the announcements; providing suggestions for school improvement and acting as tour guides for visitors like the Superintendent candidates.

**STUDENT ACHIEVEMENT**

- Within grades 3 through 5, 53 students, approximately 20%, scored Distinguished in Reading on the October, 2009 NECAP (state assessment) and 162, approximately 60%, scored Proficient. In Math, 21 students, approximately 8% of the students scored Distinguished and 137 students, approximately 51%, scored Proficient on the same assessment. This compares to 37 Students scoring Distinguished and 205 scoring proficient in Reading on the 2008 NECAP, and in Math, 24 students scored Distinguished and 153 Proficient on the October 2008 NECAP. This achievement was celebrated at an honors assembly.

- On the spring Science Assessment, 39% of the students scored proficient or above, compared to 48% in 2008-2009.
- Twice each year, in Fall and Spring, students in grades 3-5 take the NWEA Measures of Academic Progress (MAP) test. This computerized test provides specific data on the instructional needs of our students. These tests indicated that our students showed 6% growth in grade 3 in Reading, and 6% growth in math from Spring 2009-Spring 2010. Grade 4 students showed 2 % growth in reading and 4.5% growth in math. In grade 5, students showed 3% growth in math.
- We created and gave our first summative assessments.
- On our individual oral reading assessments, the running records, which were given to our students twice during the school year, 77 % of the students in grades K-5 scored at or above grade level. For grades K-5, 53 % grew a year or more in reading level. This number may be underestimated since students who achieve beyond grade level typically are not asked to complete a running record later in the year.

### **SCHOOL CLIMATE**

The implementation of the PBIS (Positive Behavioral Interventions and Supports) model was in its fifth year. In 2009-2010, there were 866 SSC, Student Support Center, referrals compared with 824 in 2008-2009. This increase of 5% was largely due to a challenging first grade group. Interventions put in place this year include decreased class size through adding another second grade class, a check-in/check-out program for students, and increased monitoring through Target and STAT, Student Teacher Assistance Team, teams. These interventions have allowed us to quickly modify and adapt programs based on student behavior.

### **ENRICHMENT**

- After School Clubs continued to flourish through the generosity of the Duncan-Jenkins Trust and the Hillsboro-Deering School District budget. We continued to see more clubs led by parents and para-professional staff members, in addition to our professional staff members. Clubs included: Guitar, Chess, Playdough, Chorus and Board Games. Over 71 students participated in these activities.
- In addition to our enrichment clubs, students could participate in Before and After School programming during the school year provided by the Hillsboro-Deering Elementary School Kid Adventure Program. This program also provided summer themed camp experiences at the school, addressing the interests of 55 students and meeting the needs for daycare for our working parents.

- Through the generosity of the Duncan-Jenkins Trust, we were able to bring a variety of assembly programs to the school. For example, the school Enrichment Committee members enriched the curriculum by inviting Eshu, a storyteller; Steven Kellogg, an author/illustrator, and John Hughes as an artist in residence.

### INTERVENTIONS

- As part of the No Child Left Behind Program, 29 students were able to receive tutoring from Sylvan Learning and Club Z, state approved providers. These services were offered outside the regular school day by non-school staff.
- Homework Club met twice weekly to provide assistance with homework completion and reteaching where necessary. This was supported through the School Improvement Grant and benefitted 20 students. Two teachers facilitated this program, which ran throughout the school year.
- Title I provided three camps during the summer in either literacy or math for students entering grades K-5. Additional children were served through Head Start, summer SES tutoring, and the Kid Adventure Discovery Summer Camp. Our Home to School Coordinator made home visits during the summer and provided parent workshops as well. 142 children received the services of the Before and After School program during the course of the year. In addition, the school's book mobile, the Library Limousine, visited neighborhoods and recreational sites, every week throughout the summer.

Respectfully submitted,

Noreen McAloon, Ed.D.  
Principal



**Hillsboro-Deering Middle School**  
**Annual Report 2009-2010**

During the 2009-2010 school year, HDMS faculty and staff continued their efforts to achieve our school's three major goals : (1) to improve the quality of the individual learning plans for all students, (2) to increase the number of hands-on, practical learning experiences for students and (3) to improve student achievement levels in mathematics and reading.

The following initiatives and programs were instituted during the school year to address the learning needs of our students and to accomplish our goals.

**PERSONAL LEARNING PLANS**

All students participate in the development of a personal learning plan (PLP) in the fall of each school year. Plans are developed with each student's advisor and parents. This educational team reviews student data, including but not limited to, attendance records, NECAP scores, MAP scores, curriculum based assessments, discipline records, Good News Card records, classroom performance and report cards to determine a student's individual strengths and weaknesses. Upon this determination, the team develops personal goals for the student to assist him/her in maximizing their educational progress at HDMS. Each student's plans are reviewed twice annually with their education support team.

**TUTORING PROGRAM**

HDMS continued to offer individual and small group tutoring services to students during the 2009-2010 school year. Students were given the option to enroll in our after-school tutoring program or to receive tutoring services during the school day. Some students opted for both. Services afforded students the opportunity for remediation or acceleration in math and/or reading.

Students enrolled in tutoring have consistently shown significant growth in achievement as measured by the NWEA. Consequently, numbers of students enrolled in advanced math courses continues to increase each year since the onset of this program. In addition, NWEA MAP tests results from fall 2008 to spring 2009 show dramatic improvement in students' progress in both math and reading achievement as well.

**FIELD EXPERIENCE AND ACTIVE LEARNING**

The following field experiences have recently become an integral component of our curricula at respective grade levels for our students. Several other experiences are included each year as well as services and presentations from

area artisans and experts.

- Washington DC Tour- For the fourth consecutive year, eighth grade students toured Washington DC during a weeklong trip to our nation's capital. Students had a productive and enjoyable week and served our town and state well as ambassadors of Hillsborough, New Hampshire. We hope to continue this tour annually and make it a permanent part of our grade eight US History unit of study.
- Fox State Forest- Seventh and eighth graders in our SciTech house continue to spend three days per week in Fox State Forest studying its flora and fauna. We continued to utilize this natural resource as an outdoor classroom for our life science studies throughout the 2009-2010 school year.
- Exchange City- We will continue to enroll in the Exchange City Program to enhance our math • and social studies curricula at the sixth grade level. Exchange City is a hands-on economics education program combining classroom lessons with role playing in a model city setting in Portsmouth.

Building community among our students and involving our community in our students' education is at the heart of many of our above stated initiatives. HDMS continues to offer School Community Meeting during the last Friday of every month at 1:00pm-2:00pm. Parents and community members are always invited to attend and participate.

In October 2009, HDMS collaborated with local businesses, the Hillsboro Community Action Team and Kids-In-Gear Program to host our fourth annual Community Trick-or-Treat. The event was well attended and by all accounts, a great success.

We closed the 2009-2010 school year with pride upon reflecting on our students' successes and achievements. We thank our parents and community members for their support in this endeavor and for their contributions to our students' education.

Respectfully submitted,

Rick Nannicelli  
Principal

**Hillsboro-Deering High School**  
**Annual Report 2008-2009**

The work for the 2009-2010 school year was lead by Interim Principal, Donna Stafford. Teachers Katherine McCandless and Jennifer Crawford joined the administrative team as Curriculum Coordinator and Attendance, Discipline and Safety Coordinator respectively. Areas of focus for the leadership team and the staff included the Trimester Schedule, Completion of the Course Competencies and Assessments and the New England Association of Schools and Colleges (NEASC) progress report.

The teachers and staff worked on the creation of a trimester schedule and produced a Program of Studies. The staff also worked on realigning curriculum to meet the needs of the trimester schedule. Ultimately the trimester schedule was not implemented due to technical and logistical issues.

Finalization of course competencies and their corresponding formative assessments began in October 2009 with a work plan and a specific timeline. This provided an opportunity for the staff to assess or complete their course competencies and assessments.

A progress report was written and submitted to the NEASC. The objectives for the NEASC progress report was to submit a set of school-wide rubrics for measuring student achievement with clearly defined academic expectations; a plan to ensure integration across the discipline; identification of student learning objectives by department; process of using course specific and school-wide rubrics; process of teacher collaboration in the examination of student work; and providing a sample of the school's report based on the use of school-wide rubrics for reporting individual student progress in terms of the achievement of each of the academic expectations. The progress report was submitted and accepted by the NEASC.

In addition, a more proactive approach in meeting the needs of at risk senior students was put into place. This began with seniors meeting with their Guidance Counselor, Linda Snider or Michael Boucher, to establish a plan for graduation. The implementation of Alternative Learning Plans (ALP) also provided a creative and productive option for students. These plans are tailored to meet the individual needs of students who found a traditional diploma not a viable path. Written procedures for students 16-18 years of age were developed that clearly outlined the academic expectations.

We saw an increase in Online Learning Opportunities for our students not only



broadening opportunities for our students to take classes that may not be available through traditional methods, it also provided another avenue for students to do credit recovery work for courses they failed. The latter certainly made a difference for our population of students at risk for ongoing academic failure and/or potential drop-outs. Guidance Counselor, Michael Boucher, coordinated the On-line Learning Program, while Sabrina Killay, Academic Support Specialist worked with students in the on-line learning lab.

Providing parents direct access to their son or daughter's progress and grades was introduced during the 2009-2010 school year. This was accomplished by permitting parents to have access to the Student/Guardian Portal on Web2School. Such access allowed parents to have up-to-date information regarding assignments completed, assessment scores, grade average and missing work.

The search for the HDHS Principal began in March 2010 by a committee with representation from parents, teachers, staff, administration and board members. Our new principal, Dixie Tremblay, for the 2010-2011 school year was selected and finalized in May 2010.

Staff said their goodbyes to three long-time colleagues who retired: Martha Browne, Librarian, Candie Garvin, School Nurse and Linda Snider, Guidance Counselor.

Summer school for 2010 resulted in another successful program with over 50 eligible students attending and 47 recovering credits for classes they failed.

**Student Accomplishments for the 2009-2010 school year:**

We had our largest number of graduates in the Class of 2010 during an outdoor ceremony the evening of June 11, 2010. Guest speaker, Candie Garvin, provided a humorous twist with lighthearted memories shared with the audience as she has known many of the graduates since their elementary years. The Class of 2010 said good-bye to each other with 70% attending a 2-or 4-year College, 8% entering the Armed Forces and 22 % entering the workforce.

The Music Department was busy and as always a great source of Hillcat Pride. In November, six students were accepted to the All New England Choral Festival: Thomas Griffin, Sam Bradley, Kayla Paquette, Troy Ellis, Marina Nelson and, Rebecca Newcomb; and two students were accepted to the All New England Band Festival: Rebecca Newcomb and Sam Bradley. In the All State Chorus three students were selected from H-DHS: Sam Bradley, Troy Ellis and Rebecca Newcomb. Mrs. Welch proudly reports that for the first time in the

history of Hillsboro-Deering High School a student was selected into both the All State Chorus and Band. Kudos go out to Sam Bradley not only for his selection into both areas at All State but also for having the top tenor score in his adjudication room. In May, the Music Department traveled to New York for educational workshops with a Broadway cast. After the experience of the workshop, they saw West Side Story on Broadway.

DECA also had another banner year. The chapter received 3<sup>rd</sup> place in state, regional and international competitions for the Virtual Business Challenge -Christopher Croatti, Sean Marchand & Brendon Norton. In addition at the state competitions DECA received the following awards: 1<sup>st</sup> Financial Literacy Promotion Project—Allison Parker & Kristin Dumeny, 1<sup>st</sup> Place Apparel and Accessories Marketing – Elizabeth Geiger, 1<sup>st</sup> Place Principles of Business Management – Jennifer Johnson, 1<sup>st</sup> Place Virtual Business Challenge Sports Management- Chandler Baker, 1<sup>st</sup> Place Virtual Business Challenge Personal Finance – Cody Cawthron, 2<sup>nd</sup> Place Entrepreneurship Written Event- Cody Cawthron, 2<sup>nd</sup> Place Hospitality- Cody Cawthron & Tucker Cutter, 2<sup>nd</sup> Place Automotive Services Marketing- Curtis Parker, 2<sup>nd</sup> Place Business Law and Ethics- Suzana Vidic & Alexa Lomonaco, 3<sup>rd</sup> Place Entrepreneurship Written Event – Tucker Cutter, 3<sup>rd</sup> Place Travel And Tourism- Megan Eccard & Seth Hallett, 3<sup>rd</sup> Place Principles of Hospitality – Sarah Egner, 3<sup>rd</sup> Place Business Law and Ethics- Jocelyn Butler and Erin Delacy, 3<sup>rd</sup> Place Principles of Marketing- Brendon Norton , 3<sup>rd</sup> Place Food Marketing- Erin Thayer. DECA also received the Citizen of the Year Award from the Hillsborough Chamber of Commerce and were recognized as a Diamond Level Chapter and Gold Re-certified School Based Enterprise for the Hillcat Corner. Way to Go DECA.

Our FBLA chapter experienced success with Taylor Hallett and Drew Gaberseck placing 2<sup>nd</sup> in NH in the category Emerging Business Issues at FBLA's State Leadership Conference.

The National Honor Society continued their community service during the 2009-2010 school year. They once again sponsored the Halloween Carnival, Breakfast with Santa and Blood Drive. In the schools, they also head up our school wide recycling program, they continued work in a weekly reading collaboration with the elementary school and organized the High School's assemblies.

Our athletic teams continue to demonstrate their Hillcat pride on the fields and courts. In Boy's Soccer, Tucker Cutter was selected to 2<sup>nd</sup> team All State and Lion's Cup Team while Travis Bennett received honorable mention. Susan Else was selected as assistant coach for the Lion's Cup Team. In Girl's Soccer,

Tiffany Lewis was selected to 2<sup>nd</sup> team All State and Katlyn Kingsbury received honorable mention. The golf team finished with a 16-6 record- our best season to date. In Girl's Basketball, Skyler Makkinje was selected to 1<sup>st</sup> team All State and Tiffany Lewis was selected to 2<sup>nd</sup> team All State. Heather Murdough received honorable mention. In track and field Taylor Hallett was the Class M state long jump champion. In baseball, Travis Bennett was selected to 2nd team All State and Tucker Cutter to 3rd team All State. In addition, NHIAA Class M Sportsmanship Awards were presented to Boy's and Girl's Varsity Soccer, Girl's Volleyball and Boy's Varsity Basketball teams. Five students, Kyle Gidari, Curtis Hines, Chris Croatti, Eve Yeaton and Stephanie Treadwell represented us at the New Hampshire Interscholastic Athletic Association's Scholar Athletes Awards. Senior Athlete Awards were presented to Miles Galloway and Heather Murdough.

On a personal note, I would like to thank our students, staff, parents and communities for their warm welcome. I thank you for the opportunity and privilege of leading H-DHS. I have the honor of working with an excellent and motivated faculty, a respectful and caring student body, parents who are committed to their children and communities that care about the future and education. I am humbled by the commitment that the communities of Hillsboro, Deering, Washington and Windsor have towards its youth. Thank you for allowing me to be a part of this great community.

With Hillcat Pride,

Dixie B. Tremblay  
Hillsboro-Deering High School Principal



**Annual Report**  
**Director of Curriculum, Instruction, and Assessment**  
**2009-2010**

New to the district, I am pleased to have this opportunity to look back upon and summarize the efforts of all district teachers and staff in 2009-2010.

**CURRICULUM AND INSTRUCTION**

- At the Elementary School, teachers continue to address students' individual literacy needs through a daily program of "Reteach and Enrich." Teachers continue to employ the *Treasures* reading program, using consistent instructional methods across all grade levels to maximize student progress.
- Staff members are planning instructional efforts using more hands-on learning opportunities in efforts to improve science and math scores.
- At the Middle School, the emphasis on content-integration across disciplines and skills-based instruction continues. Teachers collaborate to plan and implement instruction tied to common topics, thus promoting deeper, more meaningful understandings of academic concepts.
- At the High School, where teachers collaborated to develop core competencies for their subject areas, teachers now use the core competencies to plan instruction.
- The Understanding by Design (UbD) teaching and planning model continues to serve teachers and students across the district. The model forms the underpinnings of Atlas Rubicon, a licensed online tool teachers and guidance staff at each school use for planning, developing, and storing unit and lesson plans. Online planning promotes collegial sharing and idea generation.
- Work continues on the mathematics curriculum revision, in light of the Common Core, a set of nationally-approved learning standards adopted by the state of New Hampshire. Teachers and staff began to participate in state-sponsored training to determine how the adoption affects the K-12 mathematics standards that currently exist within the district.

**ASSESSMENT**

- NECAP (New England Common Assessment Program): Each year students participate in the statewide NECAP (New England Common Assessment Program). This year, students in grades 3-8 and 11 took Reading and Mathematics tests. Students in grades 4, 8, and 11 took Science tests, and students in grade 11 took a Writing test. Their scores

are translated into the achievement levels P4,P3, P2, P1, describing performance deemed *proficient with distinction*, *proficient*, *partially proficient*, and *substantially below proficient*, respectively. The following chart presents the **percentage of students at each achievement level** this year.

Grade	Reading				Mathematics				Science				Writing							
	P4	P3	P2	P1	P4	P3	P2	P1												
3	24	59	15	2	10	59	17	14	P4	P3	P2	P1								
4	19	52	18	11	8	37	35	20	0	39	44	18								
5	16	58	5	10	5	56	17	22												
6	13	52	27	9	4	44	30	22												
7	3	50	28	10	5	44	24	27	P4	P3	P2	P1								
8	12	55	29	4	9	37	30	24	0	7	53	30					P4	P3	P2	P1
11	9	47	24	19	1	16	20	53	1	11	48	40					9	22	52	17

- Again this year, the district used computer-based MAP (Measures of Academic Progress) tests in the fall and spring to predict or project student performance in Reading and Mathematics. Across the district, the majority of students showed above typical growth and were projected to perform at or above proficiency.
- Teachers at the Elementary and Middle Schools develop Local Common Formative Assessments and Benchmark Assessments to monitor student performance and inform instruction in reading, writing, science, and mathematics

#### PROFESSIONAL DEVELOPMENT

The focus on professional development continues for teachers and staff across the district. The primary purpose of such training is to improve student performance. Consequently, teachers participated in a variety of learning and training opportunities, including:

- Ongoing Sessions: New Teacher Induction; Second-Year Teacher Extended Induction; District-wide Mentoring; Interpreting and using MAP and NECAP data; Performance Tracker

Pathways to Understanding: Patterns and Practices in the Learning-Focused Classroom; Classroom Strategies for Increasing Student Achievement; Engaging Students in Their Learning; Teacher-to-Teacher: Developing Instructional Expertise Through Collaboration

I look forward to continuing and expanding the outstanding work of my predecessor. Thanks to my position, I am now part of a professional team of educators dedicated to their roles as instructional leaders. These leaders have a single focus: the success of every student. Your support of our programs is both essential and appreciated.

Respectfully submitted,

Linda D. Bullock, Ph.D.

Director of Curriculum, Instruction, Assessment, and Professional Development



**Annual Report  
Director of Student Support Services  
2009-2010**

The Department of Student Support Services meets the needs of our students of SAU #34 through a variety of support services. The academic, behavioral and mental health services are continually reviewed and modified in order to meet the diverse needs of our students.

**Home School:**

Parents have the right to choose home education as an alternative to having their son(s) or daughter(s) attend a public or private school in accordance with Chapter 279:2, laws of 1990. The number of students being home-schooled that has been reported to the District is 82, an increase of 2 since the beginning of the school year. Fifty of these students reside in Hillsboro, 17 in Deering, 11 in Washington and 4 in Windsor.

**English for Speakers of Other Languages, (ESOL):**

As stated on the New Hampshire Department of Education's website, "The mission of the ESOL Program is to ensure that all English Language Learners in New Hampshire are given an equitable, appropriate, and academically challenging education." Hillsboro-Deering School District began the year with 11 students who met the eligibility criteria to receive ESOL support. This number has risen to 12 throughout the year, 8 students at HDES, 3 at HDMS and 1 at the HS.

**Section 504:**

Section 504, Rehabilitation Act of 1973, is a civil rights law that prohibits discrimination against individuals with disabilities. Forty-one students are currently identified under Section 504 and receive accommodations to meet their individual needs to the same extent as the needs of students without disabilities, 6 students at HDES, 16 at HDMS and 25 at HDHS.

**Counseling and Therapeutic Support:**

In an effort to improve the availability of mental health therapeutic supports to children and families in the Hillsboro-Deering area, last year SAU #34 developed a unique partnership with Riverbend Community Mental Health. Since that time, Riverbend has provided an experienced child and family clinician to work two days per week at HDES. A licensed clinical social worker provides individual therapy to children during the school day, as well as consultation with teachers regarding emotional and behavioral needs. In addition, regular family involvement in the treatment process is required. This

school-based mental health program supports children who demonstrate significant emotional, social and/or behavioral challenges at home, in school, and in the community. The demand for this service is so significant that Riverbend is considering adding an additional ½ day of services for next school year.

The high school has worked with Riverbend to identify five students with educational disabilities to participate in the RENEW Program (Rehabilitation for Empowerment, Natural Supports, Education, and Work). RENEW is an initiative funded by a grant from the NH Endowment for Health and is designed to assist high school students who demonstrate a high risk in the school and community to: complete/graduate from high school, secure employment, transition to post-secondary or training programs and to successfully transition into the adult community.

The K-12 School Counselors Committee continues to work on developing a K-12 developmental school guidance and counseling protocol and implementation plan based upon the ASCA (American School Counselor Association) National Model. The work consisted of investigating and gathering information on schools recognized with model programs, "mapping" curriculum (i.e., developing and/or documenting existing classroom guidance units), and receiving training by DBHERT (NH Disaster Behavioral Health Response Team). Members of the committee will also receive training from the American Psychological Association regarding responding to critical incidents in schools in order to develop a district wide behavioral crisis-response plan and a violence screening protocol.

#### **Special Education:**

The Special Education Department focused on improvements to services for students and families this past year. A concerted effort was made to increase communication with parents and guardians as well as to improve utilization of data to inform and drive programming.

A total of 257 students are identified with educational disabilities, which represents 17.3% of the school district's school-aged population. 18.8% of WES' population is educationally identified with disabilities, 18.1% at HDES, 14.3% at HDMS and 18.2% at HDHS. The year began with twelve students with educational disabilities placed in out-of-district placements. Currently, there are nine students with educational disabilities placed in out-of-district placements, three placed by the Court/DCYF and six others placed by the District.

Staffs continue to access the expertise of Dr. John Moran, Behavioral Specialist, for consultation regarding program improvement for students on the Autism spectrum. Dr. Jeremy Brooks, Clinical Psychologist, continues to provide consultation for students with emotional and conduct based disorders.

Prior to the start of the school year, special education staff received training and worked diligently to transfer student information into the State's database system, NHSEIS. This system has assisted the District in proactively addressing and maintaining confidential student records in compliance throughout the year.

Through the creative use of the ARRA (American Recovery and Reinvestment Act) grant funds, the District has been able to purchase a multitude of resources ranging from assistive technology, professional development, supplemental curricular programs in language arts and math to accessible furniture for students with disabilities.

District staff was provided professional development opportunities to enhance their expertise in specialized instruction in order to ensure various levels of supports were provided to students with educational disabilities. Several topics included supplemental reading programs such as Foundations, Wilson Reading System, Language! and Math-in-Focus, which is based upon the Singapore approach. Staff was also provided the opportunity to receive stipend curricular work completed this summer. For example, at HDES, the alternative program team wrote an oral language curriculum designed for children on the Autism spectrum as a modification of the regular education initiative of Re-teach & Enrich.

The number of students with educational disabilities attending the HDES' Preschool Program has not significantly increased; however, due to the diverse needs of the students in the program, the preschool instructional model has been restructured to meet the needs of the students. The preschool teacher has been trained in applied behavior analysis (ABA) and verbal behavior instruction and has incorporated these teaching methods into the preschool curriculum. Extended day (before and after preschool) programming was also added to the program for students who require additional individualized instruction.

HDMS and HDHS expanded the availability of tutoring during and after school hours for students requiring additional supports, thus improving academic success. Results of this support has assisted in enhancing skill levels for incoming freshmen with educational disabilities and increased accessibility to the general education curriculum in the regular education classroom. Furthermore, Alternative Learning Plans (ALP) have been successful for



meeting the needs of students who are at risk of academic failure or dropping out of school. Examples of extended learning opportunities include online learning, Keystone credit recovery and independent internships.

The HDHS Alternative Program began the school year with 15 students and currently 19 students are enrolled. Eight students are on track for graduating this school year. Students who attend the alternative program come with an overwhelming sense of failure from multiple realms of their lives (community, school, personal, social). Experiential initiatives in and out of the classroom are created with the purpose of providing students with opportunities to challenge their self-concept, reinvest in the process of learning and take risks that motivate learning. Students participated in experiential learning opportunities such as hike/bike excursions, learn to ski/ride program and Horsepower.

In the coming year, the district will continue to develop and expand the co-teaching model and the use of assistive technology. While the co-teaching model supports the needs of students in the general classroom setting through curricular planning, assistive technology provides essential accommodations geared to increase student independent skill level. The co-teaching model enhances the partnership between regular and special educators tapping into multiple areas of expertise; assistive technology enables students with educational disabilities to be more self-sufficient, productive and included in their educational experience.

Respectfully Submitted,

Patricia Parenteau  
Director of Student Support Services

## Title I Annual Report 2009-2010

Each year Hillsboro-Deering Elementary School receives a Title 1 "Targeted Assistance" allocation that must be dedicated solely to assisting students who are struggling and who may be "at risk of failure." The goal of the Title 1 program is to give selected children additional time with high-quality instruction in reading, writing, and math so they can make accelerated progress and become successful learners at their grade level. The Title 1 program does not replace or supplant regular classroom instruction, but adds to it.

Children are selected for the Title 1 program based on data from multiple assessments, teacher observation, and parent permission. Following the requirements of the No Child Left Behind Act, Title 1 supplementary instruction is provided by highly qualified full time and part time teachers and tutors. One hundred and twenty five students in Grades PreK-5 received Title 1 services in 2009-2010. Five intervention programs were offered during the school year and six staff members were funded by the Title 1 grant. In addition, summer programs and some extended day tutoring, small group intervention, and Title 1 sponsored clubs were also offered as part of the Title 1 program.

The programs successfully accelerated student learning for the majority of students. Our *Home to School* program not only allowed us to make home visits, but brought Title 1 parents into the elementary school more often, contributing to a change in the culture and climate of Literacy and Numeracy thinking for at risk students and families. We continued our work this past year to make both Math and Literacy interventions a partnership between school and family. With the help of a state approved Math specialist, we offered coaching to both parents and teachers in the elementary school in a variety of venues including Family Math evenings and workshops.

As part of the McKinney-Vento Federal law, Title 1 must service homeless and migrant youth and families. This past year, we provided services for forty two students from 35 families in all three H-D schools. Such services took the form of tutoring, enrichment activities, transportation, school and health supplies. Our Title 1 Home to School coordinator also helped these families in transition with local, state, and community contacts to aid in the well being of the children. Local organizations partnered with us in sending home weekly food bags, school supply backpacks, and health and beauty supplies when needed.

As a Targeted Assistance School, HDES receives Federal funds for students at risk of failure. This designation is determined by the free and reduced lunch count which was approximately 41% in 2009-2010. These funds support instructional salaries and supplies, school wide professional development, parent involvement activities, and project management. The 2009-2010 Title 1 allocation was \$369,465.00.

Because HDES did meet its Annual Yearly Progress benchmark as mandated by NCLB, the 10% *DINI* set aside for being a *district in need of improvement* was not required and that money went into Math services for Title 1 students. However, until HDES makes AYP for two consecutive years, 10% of the Title 1 allocation still had to be set aside for being a *SINI—school in need of improvement*. This allowed HDES to continue improvement initiatives at the school level using some Title 1 monies. Our improvement initiative continued to be in the form of Literacy Coaching to classroom teachers who volunteered to receive this service. An additional 20% of the Title 1 allotment, about \$75,000.000 had to be used for *Supplemental Educational Services, SES*. This is free tutoring offered to low income students at risk and provided by state approved vendors not associated with the school or district. This program is in lieu of school choice. The state determines our per pupil expenditure and number of students who can receive this service. We serviced the maximum number allowed which was twenty five students in grades 1, 2, and 3. Two companies provided the services which were administered either at home or in school outside of the school day. Almost half of these students continued the service into the summer months.

Hillsboro-Deering Elementary also applied for and received a 2 year Federal ARRA—stimulus grant in the amount of \$301,000.00. The bulk of this money was used to increase the hours of the part time interventionists to be able to offer extended day services, and to implement a full day, eight week summer program with meals and transportation servicing over 100 elementary students. Both the Math and Literacy Coaching programs were expanded with these extra resources. A Title 1 van was also purchased and will allow us to offer extended day programs with transportation to students in the future.

Respectfully submitted,  
Cathering Terry, Title I Coordinator



**Annual Report  
Director of Afterschool Programs  
2009-2010**

<b>Kids Adventures Afterschool Program Grades K-5</b>	<b>KIDS IN GEAR Afterschool Program Grades 6-8</b>
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Kid Adventures (KA) and KIDS IN GEAR (KIG) are comprehensive afterschool programs that operate at the elementary and middle schools in the Hillsboro-Deering School District. The programs are open to all students who are eligible to attend the district. During the fifteen-plus hours per week of academic support, enrichment classes, and recreational activities, programs ensure linkages to school curriculum, the development and meeting of academic performance goals for participating young people, nutrition and wellness activities, family involvement programming, and on-going quality assurance and improvement initiatives to assess and ensure the effectiveness of programming.

The majority of funding for the program comes from the 21st Century Community Learning Center (21st CCLC) program which is part of the **No Child Left Behind Act** under Title IV, Part B. It is an opportunity for students and their families to continue to learn new skills and discover new abilities after the school day has ended. The goal of the 21st CCLC program is to raise student academic achievement through the creation and expansion of community learning centers that provide students with academic enrichment opportunities as well as additional activities designed to complement their regular academic program.

**Enrollment**

Enrollment for the KIDS IN GEAR Afterschool Program for 2009-10 was 121 students. Of the 121 students served this year, 49 have been regular attendees, having attended the program thirty days or more. Forty-eight of 7<sup>th</sup> & 8<sup>th</sup> grade students were retained from the previous year. The Kid Adventures Afterschool Program served 117 students with 75 being regular attendees.

**Academic Component**

Homework Lab is offered one hour daily (middle school) and half hour (elementary) Mondays through Thursdays during the academic year. Each

student enrolled in the program is expected to complete their home/school work each day they attend. My Skills Tutor, a personalized computer program, was incorporated into the KIG afterschool program. This program gives students the opportunity to use an individualized web-based tutoring program afterschool as well as during the school day.

Increased collaboration between afterschool programs and special education program in the schools has promoted creative budget support including one to one aides for youth with special needs. Afterschool staff are included in IEP and other team meetings as needed. The Special Education department has worked with afterschool staff and participants to assure success for the students who have chosen to participate in the program. School day teachers communicate with afterschool program on a regular basis to assure that school and homework assignments are being completed.

Based on a review of reports cards, 36.7% of regular attendees (30 days or more) in the KIG Program increased in math, while 38.8% increased in reading/language arts. If you consider those who remained the same the totals would be 65.3% in math and 53.1% in reading/language arts. At the elementary level, 44.4% of regular attendees improved their Reading/LA grades & 41.7% with remaining the same. 52.8% of regular attendees improved their math grade & 25% remained the same.

#### **Enrichment Component**

Enrichment activities expand on students' learning in ways that differ from the methods used during the school day. They often are interactive and project focused. They enhance a student's education by bringing new concepts to light or using old concepts in new ways. These activities are fun for the student, but they also impart knowledge. They allow the participants to apply knowledge and skills stressed in school to real-life experiences. The methods used in enrichment activities differ from those of typical class work.

Enrichment activities were chosen based on surveyed information from students & parent focus groups. Student input plays an important role in deciding the specific enrichment activities offered. Both sites offer four weeks of summer enrichment programs during the month of July with seventy-nine (79) students participating in the programs.

#### **Family Nights**

This year KIG held six "Family Nights" that had an average attendance of 50 people representing 126 different family members that attended during the year. Family Nights coincided with each session of the program, highlighting student

accomplishments as well as an educational component for families. The KA program held six similar events with 50-60 family members in attendance.

#### **Funding for Program**

Funding for the 2009-10 afterschool programs came from a variety of sources; parent fees, grants, donations and H-D School District contribution. This year we received \$174,760 from the NH DOE-21<sup>st</sup> CCLC, \$20,001 from the school district, \$10,000 from an anonymous donor, \$5,000 from Cogswell Benevolent Trust, 11,000 from Duncan- Jenkins Trust, and \$6,680 from JC Penney Afterschool Fund.

The district's contribution was 12.2% of the overall cost for the program. The remaining 87.8% of the program expenses came from parent fees, grants and donations. Although the portion of the district's contribution is small in comparison to the cost, its financial participation is critical as potential funders want to see how the district is contributing to the program. Therefore, ongoing support of the program from the school district is vital to the continuation and sustainability of the afterschool programs.

The middle school KIG Afterschool Program was re-funded by the 21<sup>st</sup> CCLC. This has guaranteed annual base funding of \$81,010 the next five years. For the Kid Adventures Afterschool Program, 2010-11 is the last year for the ES 21<sup>st</sup> CCLC grant. There will be a competitive process in 2010-11 and the program will reapply for funding, but there is no guarantee that the program will be re-funded.

Respectfully submitted,

Cathy Nowacki  
Director of Afterschool Programs





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